Date: [today’s date]

Dear Hiring Manager,  
[Department Name],  
[University Name], [City]

The educational sector probably has the most impact in shaping the lives of a generation. I am passionate about working in the education sector, and Loyola, being among the best in Chicago, offers an excellent environment to apply my skills and make a difference. I came across an opening for a Data Analyst on LinkedIn, and I am excited to apply.

During my experience as a Data Analyst at Rutgers University, I delivered substantial value by gaining a deeper understanding of the factors that affect a student’s semester outcomes. I performed thorough exploratory data analysis (EDA) on student learning data using Python for preprocessing and Tableau for visualization. I developed a classification model using an artificial neural network (ANN) on the data, which achieved a 78% accuracy rate in predictive modeling on new data. I presented my findings to the Academic Success Department, who used these insights to reach out to students. Apart from this, during my bachelor’s, I taught math and science at local public schools as a temporary teacher. To further hone my skills in Data Analytics and Data Science, I pursued a Master’s in Data Science at Rutgers University. My exposure to multiple industries during my career has deepened and refined my understanding of data analytics.

With my qualifications, I believe I could provide the best value for your team in working with educational data. Please let me know if you would like further information about my candidacy. I look forward to interviewing with your team.

Thank you for your time and consideration.

Sincerely,  
Ganesh Raj K

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[Linkedin](https://www.linkedin.com/in/ganeshrajk/) | [Github](https://github.com/ganeshraj-k)