To the Hiring Team at [PLACE],

I’m excited to apply for the [ROLE] position listed on [PLATFORM]. With a strong foundation in business analysis, data interpretation, and project execution, paired with hands-on experience in both corporate and startup environments, I’m confident I can add value to your team from day one.

At Capgemini, I drove collaboration across engineering, design, and client teams to deliver cross-functional initiatives spanning five different industries. I translated quarterly business goals into actionable roadmaps and user stories, ensuring alignment between technical development and stakeholder needs. My ability to synthesize complex information into clear, prioritized technical and business documentation helped accelerate delivery and improve team velocity.

At NYU, I immersed myself in the startup ecosystem by building a behavioral network for their Entrepreneurial Institute. Using qualitative research and data visualization, I mapped user interactions to uncover actionable insights that directly improved engagement strategies and program outreach.

I’m enthusiastic about contributing to a team that values analytical thinking, cross-functional collaboration, and meaningful data use. Please see my attached resume for more on my background. I’d love the opportunity to discuss how my skills align with your goals.

Sincerely,

Graham Harris