Jack Macfadyen 123-456-7890 jbmacfadyen@duck.com

January 28th, 2024

Dear Lanita Tanyi,

My name is Jack Macfadyen, and I am writing to express my interest in the currently available position for the summer internship at Pew Research in social & demographic trends. As a junior who is double-majoring in Statistics & Data Analytics and Sociology at the University of Nebraska–Lincoln, I'm excited to find opportunities in which I can develop and apply my skills with a team of like-minded individuals. Pew Research would be a wonderful environment where I can work to research the general trends of our society and make that information widely available to the public, shaping my technical skills in the realm of data analytics.

My academic journey has instilled a strong drive to strengthen my skills and expertise in advanced data analytics. I've acquired a solid foundation in statistical analysis through coding languages such as R, Python, and SPSS, as well as using those same tools for data visualization. I have experience in handling large datasets for both written and visual presentations, such as a project in which I analyzed public data from K-12 schools in Nebraska to inform perceptions about school resources and academic performance. I believe that data analysis should be approached with a curious, yet cautious mind. In the realm of public opinion research that has underrecognized impacts on the lives of many, I think it's imperative to adopt a "measure twice, cut once" approach, as presenting the best quality data can only be done with the best analysis of the information at hand.

Along with my technical experience, I have strong interpersonal skills that make me an effective communicator and collaborator. Throughout my previous work experience, I have served numerous roles in professional settings where I must work with others in order to meet deliverables. This has allowed me to understand the intricacies of professional teamwork as well as how to exceed desired outcomes with efficiency.

I am sincerely excited about the prospect of contributing to Pew Research through my work as an intern, as knowing the kind of work that I would be doing will inspire me to perform my best.

Sincerely,

Jack Macfadyen