LONG\_DATE

Dear COMPANY Recruiter,

As a business analyst with 4 years of industry experience, I am excited to apply for the POSITION position at COMPANY, and I believe my skills and experience make me a strong fit for this role.

Some of the expertise I have cultivated through my professional experience and academic study include:

**SKILL\_1** - SKILL\_DETAILS\_1

**SKILL\_2** - SKILL\_DETAILS\_2

**SKILL\_3** - SKILL\_DETAILS\_3

I am excited about the opportunity to bring my strong working knowledge and professional effectiveness to the role of POSITION at COMPANY. I believe my skills and experience will enable me to develop actionable strategic insights that will help your company grow.

Thank you for your time and consideration. I have attached my resume and look forward to discussing how my background can contribute to the success of COMPANY.

Sincerely,

Ningchuan Peng