# **MANUEL ALCALÁ KOVALSKI**

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Dear Hiring Manager,

I am writing to express my interest in the data scientist position at Amtrak. I have gained a strong base of experience and proven myself to be a valued colleague as a Senior Research Assistant for the Hutchins Center for Fiscal and Monetary Policy at the Brookings Institution. In turn, I believe I am qualified to assist the Inspector General in collecting and analyzing data.

My education and experience provide me with a unique blend of technical and communication skills. I have a strong background in statistics and mathematics, comfort with writing quickly and concisely, and extensive research experience in a collaborative context.

As a Research Assistant at Brookings, I have worked independently and as part of a wider team. I organized and ran our Roundup blog, which summarizes the latest economic research for a non-technical audience. I quickly saw the potential to improve our process and automated data collection by scraping new economics papers from over 25 sources each week. I then centralized this information by building an R Shiny dashboard to share the latest research, charts, and central bank speeches with my team.

I have taken the initiative to improve my center by introducing version control into our project workflow, training new staff on best practices, and writing detailed documentation. I have also strived to promote data science across Brookings as a whole. For example, I developed an R package to facilitate the creation of charts adhering to the style guide developed by our communications team. This simplified and expedited the data visualization production process by eliminating the time spent on design decisions related to typography, color, and layout. Moreover, I have led data science trainings on R package development, data manipulation in R using the Tidyverse, and version control using Git and GitHub.

As I plan for the next stage of my career, I am seeking a position that will utilize my skills and challenge me to grow. I look forward to applying my data management and analysis skills to assess the economy, efficiency, and effectiveness of Amtrak programs and operations.

If you have a moment, I’d love to ask you more questions about the tools you’re using and the types of projects I might be running if hired. And, if you have any questions about my resume, feel free to reach out over email or call me directly at my phone number above.

Thank you,

Manuel Alcala Kovalski