

# Dong Nie

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Dear Nicole,

I am interested in the analyst position of your company. I believe my solid theoretical background of statistics, various data processing experiences, proficiency in Statistical software and insightful analyzing ability will enable me to contribute to your company.

Experiences in consulting company and bio-statistical research institute which highly exposed to data give me a deep understanding of all phases of data process, from rise question to design experiment, from database building to data collecting, from data analysis and presentation of findings. I also possess the ability of writing statistical software codes to realize those understandings to help me to make an accurate, insightful and concise analysis. Some of my key qualification:

- Proficient in SAS SQL, SAS Macro, VBA and R
- Strong Data quality assessment ability
- Familiar with various statistical models: regressions, PCA, factor analysis
- Rich experience of data analysis

Disregarding what I can do, different background, new knowledge and methods in a new position require me to readapt. My solid theoretical background of statistics, strong code ability and eagerness will help me to learn fast in the new environment.

I would be grateful for an interview to present my qualification. And I will contact you in a week or ten days to answer any questions you may have and to see if you need any other information from me. Thanks for your consideration and time.

Sincerely,

Dong Nie