August 7, 2015

To whom it may concern:

I am writing to apply for the Consultant position at H.J. Umbaugh & Associates. I learned of this position through LinkedIn. My strong academic formation along with my career experience places me as a strong candidate for this position.

During the past ten years, I have been involved in economic research, data analysis, and policy analysis in different institutions in Uruguay, Argentina, and the US. My work experience in the US has been life-changing. First, I worked at the Inter-American Development Bank (IDB) in Washington D.C. as a Research Fellow and later, I was hired as an external consultant. As a Research Fellow, I collaborated very closely with Country Coordinators working on Policy Dialogue Papers and Bank Country Strategies for Central American countries, trying to identify and analyze drivers of economic growth and poverty reduction strategies. In addition, I developed financial projections, worked with project portfolio management activities, analyzed data, and prepared reports targeted to political authorities for future policy implementation. As a consultant, I was part of a team of two consultants who carry out a study and co-author a report, on procurement-related issues affecting operational efficiency of IDB-financed projects in 26 member countries in Latin America and the Caribbean. In this team I was responsible for coordinating focus groups targeted to a sample of executing agencies and private sector representatives from selected countries, as well as data analysis, writing and formatting of the final report. Through this professional experience, I acquired technical abilities and I learned how to work as a team member adapting to multidisciplinary and dynamic environments with demanding schedules. Moreover, I learned to balance different cultural and technical backgrounds as I had to interact with employees from different departments and different Latin American countries.

My experience at the IDB largely influenced me to pursue a Master degree in International Public Affairs at the La Follette School of Public Affairs, University of Wisconsin-Madison. During the Master program I gained competence in analytic tools required for the analysis of international public policies through rigorous training across several courses such as Policy Analysis, Cost-Benefit Analysis, Program Evaluation, and Advanced Quantitative Methods for Public Policy, among others. Moreover, I had practical experience working in teams for real clients in both the public and private sectors, and international organizations. Through this experience I acquired excellent writing and communication skills and learned different group facilitation techniques needed to operate in a team-setting.

Recently, I worked for the Consulate of Mexico in Indianapolis, the first and unique diplomatic institution located in Indianapolis which offers consular services to Mexican citizens residing in 282 counties across Indiana, Illinois, Kentucky and Ohio. In this position I had to analyze and process legal documents required to obtain official Mexican passports and IDs, and assisted Mexican citizens in such matters. Through this experience I was able to better understand the challenges and opportunities facing the Mexican population living in the US, and gained direct customer service experience.

I look forward to learning more about the position and I would appreciate if you could take me into consideration.

Sincerely,

Rosina Estol Peixoto

**Rosina Estol Peixoto**

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Zionsville, IN 46077, US

*US Permanent Resident*

HIGHLIGHTS

* **Professional with 10 years of experience in the areas of economic research, data analysis and policy analysis**
* **Multicultural experience:** worked for academic institutions in Uruguay and Argentina (South America), and international organizations in the United States
* **Bilingual:** Spanish native speaker, proficient in English
* **Areas of experience:** quantitative and qualitative research, portfolio management activities, data analysis, financial projection calculations, policy analysis, program evaluation, cost-benefit analysis, international development, and trade policy
* **Writing and presentation skills:** highly skilled in preparing, formatting and presenting policy reports targeted to real clients both in the public and private sectors
* **Academic recognitions:** recipient of various fellowships and awards recognizing excellence in academic performance
* **Personal attributes:** enthusiastic, efficient, detail-oriented and team player

PROFESSIONAL EXPERIENCE

**Consulate of Mexico, Indianapolis, Indiana**

*[First and unique diplomatic institution located in Indianapolis which offers consular services to Mexican citizens residing in 282 counties across Indiana, Illinois, Kentucky and Ohio]*

*Documentation Services,* 2015

* Provided consular services to the Mexican community living in Indianapolis and other areas within the Consulate’s jurisdiction
* Analyzed nearly 1,200 individual cases by studying all requirements needed for the issuance of passports and consular IDs

**Inter-American Development Bank, Washington, DC**

*[Leading source of development financing for Latin America and the Caribbean through loans, grants, technical assistance and research activities, with the aim of promoting poverty reduction and sustainable economic growth]*

*Consultant,* 2012 - 2013

* Co-authored a report on procurement-related factors affecting project execution
* Conducted quantitative and qualitative research using different statistical methods
* Analyzed procurement-related data for 26 member countries and 487 sovereign guarantee operations based on surveys and information from internal and external Bank sources
* Conducted focus groups with executing agencies of 68 projects in Colombia, Bolivia, Brazil, Haiti, Jamaica and Nicaragua
* Collected information based on individual meetings with private sector representatives in 4 of the mentioned countries

[**Note:** Relocated to Indianapolis, IN due to spouse new role as a Plant Breeder and Manager at Monsanto Company. The Permanent Resident (Green Card) process started and required the inability to work until document approval.]

**University of Wisconsin-Madison, Madison, Wisconsin**

*[Public, land-grant University focused on scientific research, education, training and extension]*

*Project Assistant for Professor Mark Copelovitch*, 2011 - 2012

* Conducted economic research on international finance and political economy
* Prepared, maintained and analyzed large datasets based on selected macroeconomic information coming from analyses and projections of economic development at the global level
* Conducted statistical analysis using STATA for more than 180 economies worldwide

**World Council of Credit Unions, Madison, Wisconsin**

*[Leading international trade association and development agency for credit unions worldwide which promotes financial inclusion]*

*Intern at the Project Development Department*, 2011 - 2011

* Researched the development of new project proposals on topics such as microfinance, food security, banking, and agricultural development
* Worked with a recruitment database identifying consultants’ critical skills and areas of expertise relevant for future project opportunities
* Provided input and feedback to improve database functionality
* Supported the Project Development Manager with Spanish-English/English-Spanish translations

**Inter-American Development Bank, Washington, DC**

*[Leading source of development financing for Latin America and the Caribbean through loans, grants, technical assistance and research activities, with the aim of promoting poverty reduction and sustainable economic growth]*

*Research Fellow of the Country Department Central America, Mexico, Panama and the Dominican Republic*, 2007 - 2009

* Contributed to 4 Policy Dialogue Papers and 3 Bank Country Strategies for different Central American countries
* Analyzed data, calculated financial projections and worked with project portfolio management activities
* Worked as a member of a multidisciplinary team meeting tight deadlines and balancing different cultural and technical backgrounds
* Supervised 3-5 consultants to comply with established deadlines

**Economic Research Center (CINVE), Montevideo, Uruguay**

*[Premiere private and academic non-governmental organization dedicated to the promotion of research on domestic, regional and international issues in the areas of economics, trade, social policies, agriculture, and public administration]*

*Research Assistant*, 2006 - 2007

* Co-authored 4 research papers in the areas of trade policy, regional trade and industrial organization
* Co-authored a book chapter about trade policy and economic growth in Uruguay Prepared, maintained and analyzed large economic datasets
* Conducted statistical analyses

**Center for the Study of State and Society (CEDES), Buenos Aires, Argentina**

*[Independent non-governmental organization dedicated to the promotion of research, teaching and technical assistance in the areas of economics, higher education, information and knowledge, public administration, social policies, health, and civil society]*

*Research Fellow*, 2004 - 2005

* Collaborated with macroeconomic research activities
* Received training and mentorship in regional and international macroeconomic issues

EDUCATION

**University of Wisconsin-Madison**, **La Follette School of Public Affairs**

*Master of International Public Affairs*,2010 *-* 2012

**University of Buenos Aires (UBA), School of Economics**

*Master in Economics* (completed coursework),2004 - 2005

**ORT University, Uruguay, School of Administration and Social Sciences**

*BS in Economics*, 2000 - 2004

AWARDS AND FELLOWSHIPS

* La Follette School of Public Affairs Fellowship, 2010
* Ford Foundation Fellowship and Research Assistantship, 2004 - 2005
* Academic Excellence Award, ORT University, Uruguay, 2004
* Academic Scholarship, ORT University, Uruguay, 2000

ADDITIONAL SKILLS AND EXPERIENCE

* **Languages:** Spanish (native), English (fluent)
* **Statistical and Econometric Applications:** STATA, E-views, and SPSS
* **Teaching Assistant and Lecturer**: Economics of the Public Sector, Political Economy, Economics and Monetary Policy, and Methods of Mathematical Economics