**Shiyao Wang**

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Dear Team,  
  
I am writing in response to the opening for the Project and Learning Tools Development Coordinator at the World Bank. I am an experienced professional, with a deep knowledge in integrity compliance and a track record of creating training programs and tools for complex organizations. I am highly organized, dependable and responsible and I believe that my qualifications ideally match the job requirements.  
  
I hold a bachelor’s degree in Business Administration and a Master's degree in Public Policy. I’ve been working 5 years in the field, with my most recent working experience as a Research Analyst at the International Monetary Fund. In this role, I was not only responsible for research and visualization, but also implementing internal knowledge management works, including managing division websites, conducting data analysis, and creating training contents for staff. One of the projects I am particularly proud of is a routine in-house workshop which involves fund-wide learners on our exchange rate prediction model and the tools associated with it. I also published videos and blogs to support the workshop.  
  
My experience enables me to bring a unique perspective to this position. I also have extensive experience in leading teams and coordinating complex activities in connection with the development of training programs and tools. I have a proven ability to work in interdisciplinary task teams/working groups across organizational boundaries and to prepare and present complex topics at senior levels. Moreover, I possess excellent research skills, exceptional interpersonal skills and a reputation for integrity, sound judgment, fairness, and discretion in dealings internally and externally.  
  
I am confident that my qualifications and eagerness to learn make me an ideal candidate. I am positive that I can make a positive contribution to this role and to the efforts of the World Bank. I am looking forward to meeting you in person and discussing these possibilities further.  
  
Thank you for considering my application.  
  
Sincerely,  
  
[Your Name]

February 26, 2023