DATA SCIENTIST

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142 Your Address Blvd, City Name, CA XXXXX

(XXX) XXX-XXXX

your.name@gmail.com

[Today’s Date]

[Hiring Manager’s Name]

[341 Company Address]

[Company City, State xxxxx]

[(xxx) xxx-xxxx]

[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Manager’s Name],

I was pleased to learn of the available Data Scientist position at [Company name] posted on [website]. With my Master of Science in Statistics and eight years of experience managing data-related solutions under my belt, I am confident I will be a valuable asset to your team.

In my current role as a Data Scientist at Microsoft, I have been afforded the unique opportunity to spearhead a project focused on big data processing. This project has allowed me to drastically expand my predictive analytics and behavior analysis capabilities. Through my management, the project has produced substantial profitable results for Microsoft. I am well versed in deriving viable solutions to complex business problems through big data analysis and management.

During my position with Hewlett Packard, I worked extensively with machine learning and data mining techniques to infer marketing insights and forecast sales. I was responsible for using data visualization techniques to increase the usability and accessibility of data for the sales and marketing departments. Working closely other departments allowed me to hone my interpersonal skills and the ability to present complex technical information to non-technical personnel.

It would be a pleasure to learn more about [company]’s expansion plans and provide further insight into how my highly developed data analytic abilities, experience managing large data sets, robust predictive analytics, and machine learning skills can help your company achieve these results. Some notable contributions to my previous employers include:

* Conducted a data regression analysis of the relationship between company stock prices and industry trends, achieving a 15% more accurate prediction of performance than previous years
* Used predictive analytics such as machine learning and data mining techniques to forecast company sales of new products with a 95% accuracy rate

Thank you for your time and for considering my candidacy for this position. I look forward to hearing from you in the near future to schedule an interview.

Yours truly,

[Your Name]



Dear Job Seeker,

PLEASE note that you \*must\* install the font files to make this cover letter template work perfectly. It’s very simple to do – **just follow the instructions in the “Read Me” file in the Zip file you downloaded this template from.**

If you’re struggling to write your cover letter, **don’t worry.** You’re in good company – everyone struggles with it. For a high quality cover letter that will land you employment, we recommend [consulting the certified experts at Resume Writer Direct](https://resumewriterdirect.com/cover-letter/?utm_source=CL_Word_Doc&utm_medium=RWD_Link&utm_campaign=RG_Downloads). (Yep, they can also help you with your resume!)

Or, here’s some other content that might help you finish your cover letter.

* [Cover Letter Builder](https://resumegenius.com/cover-letter-builder?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Builder_Link&utm_campaign=RG_Downloads)
* [How to Write a Cover Letter](https://resumegenius.com/cover-letters-the-how-to-guide?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Guide_Link&utm_campaign=RG_Downloads)
* [Cover Letter Examples by Industry](https://resumegenius.com/cover-letter-examples?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Examples_Link&utm_campaign=RG_Downloads)

Oh, and by the way, **you’re also going to need a resume.**

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* [Resume Samples by Industry](https://resumegenius.com/resume-samples?utm_source=CL_Word_Doc&utm_medium=Resume_Samples_Link&utm_campaign=RG_Downloads)