Date

Recipient Name

Title

Company

Address  
City, ST ZIP Code

Dear Recipient Name:

I am pleased to write this cover letter for the position of Analyst at (name of the company). (name of the company) has a very good reputation in the market. I firmly believe that I, due to my expertise in mathematics and hardworking nature, am a perfect fit for your company. I am a detail-oriented person. I have developed my interest in mathematics since childhood. I loved digits and numbers and how an interplay between them can solve gigantic issues.

During the academic career in the elementary school I was most interested in mathematics only. I grew up and so did my love for digits and numbers. As I entered the high school, I became the member of the mathematics club. In my final year I also served as the leader of the club. I would proudly state here that under my leadership the team from my school was able to beat all other teams in the competition from other schools of the city. We also came the runner up in another competition held the same year.

After I entered (name of the university) I opted for doing majors in statistics. Furthermore, I was fortunate enough to study other topics i.e. calculus, data computing, probability, design and analysis and sampling statistics as minors. I was always praised for my problem-solving skills by both my classmates and professors. I was always among high achievers and I feel pleased to state that I was the gold medalist of my batch. After my graduation I became the member of many mathematics societies and clubs to keep myself updated.

Moreover, in addition to having an excellence academic record I also have a 3yr experience of serving as a senior analyst in (name of the company). During the tenure of my job I was always praised for the efforts I put in doing all the calculations. I used to process large volumes of data very easily. I always make sure that all my findings are precise and leave very little room for error as I have a habit of cross checking every task I do. I have also received employee of the year award with bonus during my tenure at (name of the company).

At the end I would like to thank you for considering my application for the post of Analyst in (name of the company). I assure you that I can perform this role of Analyst in your company. Thus, I look forward to learning more about your company and the responsibilities a person on the post of Analyst has.

Sincerely,

[Your Name]