

## Business Analyst

# MICHAEL GLIDDEN



To

**Natasha McLemore**

Afforda Services

Dear Ms. McLemore,

I am writing to express my interest in the Business Analyst position at Afforda Services. With over five years of experience in the field of business analysis, I am confident that I possess the necessary skills and qualifications to excel in this role.

From

**Michael Glidden**

Business Analyst

As a highly analytical and detail-oriented individual, I have a proven track record of successfully analyzing complex business processes and identifying areas for improvement. In my previous role at Isaly's Corporation, I was responsible for conducting market research, creating financial models, and developing strategies that resulted in a 15% increase in overall company revenue.

Details

**Phone:**

+1 234 567 89 10

**Address:**

Dover, NH

**Email:**

michaelglidden@mail.com

One of my biggest achievements as a business analyst was implementing a new data tracking system, which streamlined their sales process and reduced operational costs by 20%. This project required me to collaborate with cross-functional teams and communicate effectively with stakeholders to ensure the successful implementation of the system.

My strong communication and interpersonal skills have also allowed me to build strong relationships with clients and colleagues. I am able to effectively gather requirements, present findings, and provide recommendations to senior management.

In addition to my technical skills, I am constantly seeking opportunities for professional development. I hold a Bachelor's degree in Business Administration and recently completed a certification course in Six Sigma, further enhancing my problem-solving abilities.

I am excited about the prospect of joining Afforda Services, as I am drawn to the company's mission and vision. I am confident that my skills and experience align with the requirements of this position and would greatly contribute to your success.

Thank you for considering my application. I look forward to discussing how my qualifications can benefit your organization.

Sincerely,

Michael Glidden