

Business Analyst Cover Letter with No Experience

From,
Luciano L Massey
3874 Clay Street
davisboro

Date:14th March 2011

To,
Willie C Edgin
2613 Rardin Drive
San Francisco

Dear Willie,

I am writing this to apply for the job position of a Business Analyst in your company through an advertisement I saw in the New York Times paper. Why should you hire me?

I have the exact skills and qualifications that this position needs.

It consists of:

- A BBA degree with a specialization in IT Operations Management.
- 3 months of internship experience with Infosys focusing on implementing, designing, and interpreting the result of a new system while working with other technical teams.
- Well trained in gathering business from users and integrating it into the system with the help of IT.

Besides that, my Green Belt Industry Certificate might interest you as it is considered a high rank in a business analyst's working process. I am also a professional and have an excellent practice of MS Office like MS Project and Outlook that help me do my job efficiently.

I am attaching my resume for further details, along with the contact details. I look forward to hearing from you.

Sincerely,

Luciano

