**Mitch Bruise**

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June 12, 2017

Hiring Manager’s Name

798 Hennepin Ave.

Minneapolis, Minnesota, 55402

(xxx)xxx-xxxx

hiring.manager@gmail.com

Dear [Hiring Manager’s Name],

My name is Mitch, and I saw your job posting on Indeed.com last week. I’ve been working as a business analyst for more than 5 years, and I love it. Developing novel business models and forecasts that I can later see put into effect is fulfilling, and [TARGET COMPANY] is well-known in the industry for employing cutting-edge business tactics. I would love to apply my skills and passion for creating innovative strategies to an organization of such repute.

One of the most crucial aspects of being a successful business analyst is the ability to make accurate projections and develop strategies that will align with those projections. I’ve worked in such a role for two large companies that demanded extreme accuracy and actionable business plans. My ample experience coupled with my aptitude for creating effective strategies would help me thrive and have a positive impact on the success of [TARGET COMPANY].

[TARGET COMPANY] was recently listed as one of Fortune’s 50 Most Admired Companies. This achievement comes on the back of its expansion into Asian markets. With the increase in market size and revenue, [TARGET COMPANY] will be facing many new challenges regarding trends and strategies. I’ve worked with clients in Hong Kong and Japan in my previous roles, and hope to use what I’ve learned from these experiences to help your company face the challenges ahead and achieve further success.

The thought of working for [TARGET COMPANY] thrills me, and I would love to have an opportunity to speak with you face-to-face. I am available any time, Monday to Friday, and can be reached by phone at [PHONE] and email at [EMAIL]. Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,

Mitch Bruise

**[BUSINESS ANALYST COVER LETTER]**