

**James Brown**

**238 Broadway**

**New York**

**NY**

**United States**

**To,**

**The HR Manager**

**XYZ Company**

**354 F 63rd Street**

**New York**

**NY 10022**

**United States**

**Subject- market research assistant cover letter**

**Respected sir/ma'am,**

I am [mention the name of the sender] and I am writing this letter to express my deep interest in applying for the job of [mention the name of the job position] in [mention the name of the hiring company]. As a focused and dedicated person I believe that I have all the skills and responsibilities which are required to be a [mention the name of the job post] within me.

Previously I was associated with [mention the name of another company] as a market research assistant and I have been working there for over 3 years. Speaking of myself, I have the ability to comprehend and interpret competitive strategies, I have proper knowledge on marketing programs and strategies, I have the ability to gather large amounts of data and convert it into meaningful analysis and I have the ability to work under pressure.

In my previous job I was responsible for monitoring and forecasting the sales trends, assisting in the improvement and development of marketing plans, conducting research on some market conditions, analyzing the customer's preferences in order to determine the potential sales of a product, analyzing prices along with methods of marketing, evaluating methods for data collections etc.

Apart from my proper working experience in the same field I also have a proper education background. I have completed my bachelor's degree in market research from [mention the name of a college].

I hope that after reading this letter you will find me as an eligible candidate for this job and give me a chance to prove my worth to you. Thank you so much for your time and effort.

**Sincerely,**

**From**

**James Brown**

**[handwritten signature]**

**[Mention the contact details]**

**[Mention here, if there is any post note to be given]**