

Research essay samples

[Finance](#), [Investment](#)



Resume

CAREER OBJECTIVE

I am determined and hard-working individual, who wants to make his career providing accurate research results that can help in organization in making data driven decisions. I'm looking for opportunities that will allow me and challenge me to design strategies for data collection and field research and will demand adequate analysis and presentation of the results so that the right business decisions can be made. I am currently looking for suitable positions as a research associate with reputed organizations that can allow me to learn while bringing the best out of me.

ACADEMIC QUALIFICATIONS

RESEARCH SKILLS DEVELOPED

- Collecting, analyzing and publishing data from external sources, while sharing results in desired format
- Searching and finding required information in timely manner
- Publishing of reports in set formats and creation of management presentations wherever required
- Ensuring Data protection
- Updating and maintaining logs and filing
- Creating online and manual surveys for data collection
- Handling the records and data collected during research and planning their archival
- Contact database maintenance and updates
- Microsoft office and other research related software knowledge

KEY ATTRIBUTES

- Managing the entire process from data collection to delivery with integrity
- Very high attention to detail

SELECTED ACHIVIEVEMENTS

- Previous experience of research assignments
- Good performance in college level research work
- Ability to do field work and gather data wherever required

HOBBIES & INTERESTS

- Internet surfing and finding more about my topics of interest
- Travelling and Socializing
- Writing blogs about my research and guiding others on decision making
- REFERENCES – Available on request.

November/30/2014

Attn: Joanne Fitzgerald

Suite 31, 36th Floor

Carlisle Business Park

[City/State/Zip]

[Your Full Name]

[Street Address]

[City/State/Zip]

Phone: [Your Phone Number]

Dear. Ms. Joanne,

I would like to express my interest in pplying for the position of research

assistant which is currently available job code (S-2s401). I firmly believe that I have a strong candidature due to my previous internships and deep domain expertise on research projects.

In the job description for the position that Acme Investments posted, there were some requirements that stood out to me.

I have attached my resume with this application and I strongly believe that I will be able to prove myself and showcase my skills that are adequately aligned to this job role, if given a chance. If you have any questions or need any clarifications, kindly contact me on the details provided. Thanking you in anticipation.

Respectfully,

[Your Signature]

[Your Full Name]

Works Cited

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