

Example of a Cover Letter used to apply for a Business Technology Analyst at Deloitte

FirstName LastName

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Date

CompanyName
CompanyAddress
CompanyCity, CompanyProvince PostalCode

To: The Name of the Hiring Manager

I am attaching my resume for the position of Business Technology Analyst in Deloitte's Technology Consulting Group, specifically under the Technology Strategy and Architecture practice.

My interest in a career in consulting comes from my passion for volunteering. Three years ago in a suburban town in Peru I helped a couple rebuild an elementary arts school. The sense of fulfillment I received in fundraising for the trip independently, and serving a small community to build a sustainably sourced classroom has not left me since I returned to Canada. Since then I have been honored for my long term commitment to volunteer work in my community, and have consulted a charity to reduce their workplace donor churn rates through a new website platform. Over time, these experiences have made me interested in a career in consulting and in technology, where I believe I will be able to practice service delivery in its most gratifying and impactful form.

This summer I had the opportunity to work with a Deloitte Technology consulting team during my second internship experience at TD's Technology Practice. Following an Agile project management approach, I gathered and analyzed primary survey data to define core problems facing technology project managers across the bank. I learned to develop and refine a diagnostic tool, and ultimately used the output to make insights that would drive key decisions made by our team's Chief Information Officer. By being exposed to the regulatory and competitive environments currently influencing TD from a technology perspective, I have become familiar with the key issues that executives must consider to stay competitive in financial services industry. Further, by learning principles of Deloitte's Agile Delivery methodology like the Kanban system and User Story adoption, I took the initiative to help our team better meet its project deadlines by proposing a new online platform that optimized daily 'stand-ups' and task tracking. This particular experience exposed me to Deloitte's culture, client relationship structure, and helped me thrive in an environment of pressing deadlines.

Deloitte's commitment to innovation and client empowerment through programs like Rubix and Greenhouse has impressed me. As someone who is looking to be a part of a community that will lead the march towards a new financial service industry, Deloitte's Technology Group is the perfect place for me to start that journey. I believe the commitment I have shown to help local and international communities meet their goals has led me to develop a service-minded attitude towards everything I do. I truly believe that a career in consulting with a firm as resourceful as Deloitte will equip me with a core skillset that will add fuel to my passions, and better amplify the impact I can make for the leaders of technology in the future. I believe that this attitude, along with my experiences in understanding Deloitte's culture and client relationship with TD in a changing competitive landscape will make me a unique and valued asset to Deloitte.

I look forward to speaking with you further!

Sincerely,

FirstName LastName