

Inquiry Regarding Research Analyst Position

Dear [Hiring Manager's Name],

I hope this message finds you well. My name is [Your Name], and I am a passionate researcher with a background in [Your Field/Area of Expertise]. I am writing to express my interest in the Research Analyst position at [Company Name] that I learned about through [Source of the Job Posting].

With my experience in [mention relevant experience or skills], I am eager to contribute to your team and support [Company Name]'s mission in delivering impactful research and insights.

I would appreciate any further information regarding the application process or timelines. Thank you for your time, and I look forward to your response.

Best regards,
[Your Name]
[Your Email]
[Your Phone Number]