

Dear Hiring Manager,

I'm applying for the Data Entry Operator position at Prologix Corp. While I don't yet have formal experience in a data team, I do bring curiosity, speed, and consistency—plus a bit of spreadsheet nerdiness.

During a recent course, I averaged 10,000+ keystrokes/hour with perfect accuracy, and I've set up my own budget tracking system using Excel formulas. I love seeing numbers line up and systems run smoothly.

I'm motivated to learn and ready to get to work. Thanks for considering me.

All the best,
Erin Vaughn

