

[Your Name]
[Your Phone Number]
[Your Email]
[Your LinkedIn Profile]

[Date]

[Hiring Manager Name]
[Company Name]
[Company Address]

RE: Agile Business Analyst - Referral by [Referrer Name]

Dear [Hiring Manager Name],

I am writing to express my interest in the Agile Business Analyst position at [Company Name], as recommended to me by [Referrer Name], [Referrer's Job Title/Relationship]. Having followed [Company Name]'s recent initiatives in [Industry/Field], I am eager to bring my experience in iterative delivery and stakeholder management to your team.

In my recent role at [Current/Previous Company], I acted as the bridge between business stakeholders and technical teams within a [Scrum/Kanban] framework. My core focus has been on:

- **Backlog Management:** Refining user stories, defining clear acceptance criteria, and prioritizing features based on business value and ROI.
- **Process Optimization:** Facilitating discovery sessions and mapping "as-is" vs. "to-be" workflows to eliminate bottlenecks.
- **Data-Driven Insights:** Utilizing [Tool Name, e.g., Jira, SQL, Tableau] to translate complex data into actionable requirements.

I am particularly impressed by [Company Name]'s commitment to [Specific Company Value or Recent Project]. I am confident that my ability to manage shifting priorities and foster collaboration during Sprints will contribute directly to the success of your upcoming product roadmap.

Thank you for your time and for considering my application through [Referrer Name]'s referral. I look forward to the possibility of discussing how my Agile mindset can support [Company Name]'s strategic goals.

Sincerely,

[Your Name]