

# NATHEN DEO

Business Administrator

Northrop Grumman

June 2, 2023

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DEAR NORTHROP GRUMMAN,

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I am pleased to submit my application to the position of business administrator at Northrop Grumman. I am an MBA graduate at Cal State Long Beach looking for an opportunity to apply my skills in project management and business administration in the aerospace industry. My experiences working in the marketing departments for multiple credit unions and my current experience at creating a start-up company will allow me to apply my knowledge and passion at the company. Northrop Grumman would be a great institution to work for as it would allow me to learn the internal operations of an institution dedicated to building towards a better aerospace industry.

I have gained my experience working in the financial industry through my time at both Downey Federal Credit Union and Financial Partners Credit Union in Downey, California. Through the marketing departments at both credit unions, I managed local events that focused on teaching financial literacy to our local community. By managing numerous events around the city, I was able to work with staff to successfully ensure that our local community learned more about handling their finances. After an event, I compiled a report that gauged how effective our outreach was based on branch activity. My background at these institutions have given me strong experience with data, analytics, and being a self-starter while working on multiple projects.

My time with my most recent project, BookBound, shows my passion for business and how it relates to the technology industry. This project launched during my MBA program but is developing into a start-up company over the year of 2023. By being able to convey skillset in business and my creativity, I'm able to work with a diverse team in launching an app that is dedicated towards revolutionizing how people interact with literature. In turn, this has allowed me to gain an interest in working with projects both in a team and individual setting. This also showcases my ability to adapt to situations quickly, ensuring that I'm able to stay on task and pace myself amongst my duties as a founder.

Thank you for the opportunity to apply to this position in your company. I look forward to the opportunity to meeting with you in person to further talk about how I can further Northrop Grumman's vision in furthering the industry.

Sincerely,

Nathen Deo

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