**PHARMACY TECHNICIAN COVER LETTER**

Dear Mr. Everett,

I am applying for the open position of pharmacy technician here at ABC Organic Markets, Inc. I have been working for the company for the last 2 years. I began as a store cashier and am now a supervisor over a group of cashiers. I currently work second shift but am willing and able to work a different shift if necessary. I am accustomed to working longer hours during holidays, and I am a team player who is happy to pitch in wherever I am needed.

Since I am already employed with the company I have been through the Human Resources Department’s customer service training program as well as the computer system training. I am familiar with company policies and procedures concerning many different issues that have impacted my cashier job over the last 2 years. Additionally, I have passed the required drug test and criminal background test the company performs and renews each year.

Although I have do not have experience working in a pharmacy, I know that the company has a training program for pharmacy technicians, and I believe I would be able to go through it and pass all testing that is required. I have spoken with some of the other pharmacy technicians and they have already explained some of the big concerns to me regarding accuracy in every area of the pharmacy, patient privacy laws and the importance of detailed documentation of patient records.

The second shift store manager, Angela Patterson, has written a letter of reference for me and it is attached along with my resume. I am happy to meet with you any time at your convenience for an interview or to answer any questions you may have. Also, please feel free to contact me on my cell phone at (555)-555-5555 or by email at [email]

Sincerely,

Signature