**Sample**

Dear Mr. Gupta,

I want to register my interest in the caregiver position your company recently announced. As a highly caring and empathetic individual with sufficient experience in the caregiving field, I believe that I have what it takes to succeed at Darko Nursing Home.

I developed an interest in caregiving at a very young age. During my teenage years, I was a volunteer caregiver for my grandmother. Being a frail lady in her late 90s, she was vulnerable and needed assistance with almost everything. Since I was always available, unlike my parents, who had full-time jobs, I took up the responsibility to be her caregiver.

The more I spent time with her, the more I was convinced this is what I want to do professionally. I took a course in caregiving at Massachusetts Nursing School and later a degree in the same. I have had six years of experience in this position working with different organizations, as indicated in my resume.

I want to thank you for your time and consideration. I am looking forward to hearing from you.

Sincerely,

Ann Taylor.