**Nurse Manager Cover Letter**

October 10, 20XX

Job Announcement VHA-626-13-973636-ATW

Dear Ms. Watson,

As an accomplished Registered Nurse with 20+ years’ experience in nursing and patient care, I offer expertise that will benefit your organization. I am a Retired Army Reserve Nurse.

The attached resume details my extensive experience and training. If you choose to interview and hire me, you will not be disappointed.

My background includes extensive clinical experience in critical care, progressive care, hospice, and palliative care environments. I have also developed leadership skills serving as a Clinical Instructor for an associate nursing program at Dalton State College. I am committed to building positive relationships with a diverse patient base and effectively educating others to promote quality patient health and recovery.

Key Achievements Include:

* Developing Clinical Instructor experience at Dalton College, Darton College, Phoebe Putney Memorial Hospital, and the U.S. Army Reserve Combat Support and General Hospital.
* Completing leadership courses as an Army Reserve Nursing Officer such as an Officer Basic Course and Officer Advanced Course at Ft. Sam Houston, San Antonio, Texas and a Combined Armed Services Course at The University of Tennessee in Knoxville, TN.
* Providing staff development, clinical instruction, and hands-on patient care in diverse settings including the Surgical Intensive Care Unit taking care of those undergoing cardiovascular surgery.
* Basic Life Support (BLS) Certification and Advanced Cardiac Life Support (ACLS) Certification.

To compliment this background, I have completed a Masters of Science in Nursing.

My enclosed resume will give you a better understanding of my background and skills. Please feel free to call at any time to discuss the requirements of this position.

Sincerely,

Bonnie Por