



**REGISTERED NURSE**

RG

your.name@gmail.com | (XXX) XXX-XXXX | 142 Your Address Blvd, City Name, CA XXXXX

[Today’s Date]

[Hiring Manager’s Name]

[341 Company Address]

[Company City, State XXXXX]

[(XXX) XXX-XXXX]

[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Manager’s Name],

I’m pleased to write you today regarding my application for the nursing position advertised on [Website Name]. I believe my qualifications and experience make me an ideal candidate for this job.

I have a Master’s Degree in Nursing and 5+ years of proven experience effectively and efficiently managing both patients and staff. I am an extremely organized, calm, and patient professional with excellent healthcare skills. I have a passion for providing quality care to patients, and the necessary leadership skills to inspire other staff members to provide above standard levels of service.

In my present role as registered nurse at Virginia Veteran’s Hospital, I am tasked with evaluating the medical conditions of up to 20 patients daily, and developing and directing a rotational system to manage the care of patients and coordinate workforce management. During this time I’ve been recognized as a dedicated, ambitious, and reliable person who has the ability to work without supervision.

In addition, my three years of experience as an Assistant Nurse at The Carolinas Medical Center helped me realize and implement clinical duties I learned during the course of my education. While employed there, I was commended for proficiently handling difficult situations with patients and their family members.

I believe a relationship with your company would be mutually beneficial, as I am seeking a challenging work environment where I can exercise my skills to the fullest extent. I look forward to hearing from you, and would love to explain my skills further during an interview. Please find a detailed account of my work history in the attached resume.

Sincerely,

[You’re Name]