

James Jackson

Home Health Aide
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Charlotte Smith
Senior Hiring Officer
San Francisco Hospital
(445) 148-8274
charlotte.smith@sanfranhosp.com

Dear Ms. Smith,

As a home health aide, I am responsible for the care of 20+ elderly patients each week, and for the last five years, I have completely prevented falls for each of the patients in my care. I have worked as a home health aide for elderly and disabled patients for 15 years, which has provided me with a range of transferable skills that I believe will make me a competent and passionate nurse at San Francisco Hospital.

I have decided to apply for a nursing position as I feel it would give me the opportunity to build on my preexisting skill set and provide care to a wider variety of patients. I am particularly interested in a nursing role at San Francisco Hospital because of the high-quality of care the hospital provides. Although I am new to nursing, I have a range of relevant achievements under my belt, including:

- Managing a heavy patient caseload
- Assisting with personal hygiene care
- Assuring patients remain in the 99th percentile for lack of sores

I would like to arrange an interview to further discuss how my health care experience will make me an asset to your nursing team.

Sincerely,

(Insert Signature Here)

James Jackson

P.S. I'd also love to tell you why I was nominated for a Compassionate Care Leadership Award.