

February 18, 2021

Helena Porter

Senior Hiring Manager
Alto Pharmacy
(765) 432-1098
h.porter@email.com

Dear Ms. Porter,

My colleagues voted me Employee of the Month in January 2020 for creating an inventory management system that increased medication availability by 78%. I am excited to provide the same strategic thinking skills and innovation as a technician at Alto Pharmacy.

I know that you are looking for an adaptable individual that can prioritize effectively and provide consistent performance across multiple workstations. I believe that my seven years of technical experience and recent achievements prove that I embody this description perfectly. My accomplishments include:

- Preparing and filling prescriptions with 100% accuracy in 2020.
- Receiving glowing praise from my supervisor during my annual performance review for my excellent clinical knowledge and attention to detail.
- Assisting the pharmacist to deliver a patient education program on adult immunizations that boosted community uptake by 21%.

I would like to schedule an interview to discuss how my skills and experience can help me provide outstanding service to your patients. Please feel free to get in touch to arrange a convenient date and time.

Sincerely,

(Insert Signature Here)

Casey Rudd

P.S. I would love to explain how I achieved a 99% patient satisfaction score in my technician role at CVS Health.