Heather Cline

Medical Surgical Nurse 123 Address St., San Jose, CA 12345 jdoe@youremail.com (123) 456-7890

January 1, 2021

Arnold Rosenberg Hiring Manager Palo Alto Hospital (987) 654-3210 arosenberg@paloaltohospital.org

Dear Mr Rosenberg,

I am interested in applying for the Medical Surgical Nurse position with the Palo Alto Hospital. I feel that my extensive background within the healthcare industry would be an asset to your organization. As a board certified Medical Surgical Nurse, I developed an expertise in case management and disease prevention while employed at the San Diego Hospital.

I have a strong passion for patient advocacy, which I feel aligns with your hospital's mission statement. At the San Diego Hospital, I delivered patient-centered care to patients in alignment with cultural, physical, and emotional needs. I also supported process improvement efforts to improve patient flow and enhance clinical outcomes.

Collaborating with multidisciplinary teams is essential for success as a Medical Surgical Nurse. I have experience coordinating with both nursing teams and physicians across a variety of medical units. I also have a strong expertise in managing and developing patient relationships. I am eager to apply my leadership skills in a clinical setting at your organization.

I look forward to speaking with you further about how my expertise in patient-centered care can benefit Palo Alto Hospital. If you have any questions, I'm available at your convenience. I appreciate your time and consideration.

Sincerely,

(Insert Signature Here)

Heather Cline, RN