

# Jessica Lang

Surgical Technologist  
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**MS. RACHEL JOHNSON**

Hiring Manager  
LMN Hospital  
(123) 456-7890  
racheljohnson@lmnhospital.org

Dear Ms. Johnson:

In my past year as a surgical technologist at ABC Hospital, I've offered various ideas to improve processes and more efficiently prepare surgical instruments. I would love to bring that same spirit of continuous improvement to your hospital.

Your job posting jumped out at me, particularly your requirement for a surgical technologist who "combines rigorous attention to detail with creativity in finding solutions." I'm diligent about following protocols and pride myself on innovating and adapting to new health care conditions. In my current role, I recently came up with a new way to organize and arrange medical supplies, affording better efficiency during specific surgical procedures. Some of my key attributes include:

- Courteous meeting with patients before their surgery, answering questions and transporting them to surgery as needed
- Organized and focused on finding the most logical way to prepare equipment in the allotted time
- Meticulous about accounting for equipment after each procedure and submitting for proper cleaning and sanitation

Please feel free to contact me with a time that works best for your schedule. This is just a sample of the contributions you can expect from me as a surgical technologist at your hospital. I would be grateful for the chance to discuss my credentials with you further. Please call or email me to schedule an interview, and I'll look forward to your reply. I appreciate your time and consideration.

Best regards,

*(Insert Signature Here)*

**JESSICA LANG**