

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Your Email Address]  
[Your Phone Number]  
[Date]  
[Employer's Name]  
[Facility's Name]  
[Facility's Address]  
[City, State, ZIP Code]

Dear [Employer's Name],

I am writing to express my interest in the Certified Nursing Assistant (CNA) position at [Facility's Name] as advertised [where you found the job listing]. With my certification and passion for providing quality patient care, I am excited about the opportunity to contribute to your team.

I have completed my CNA training at [Institution Name], where I gained hands-on experience in patient care, assisting with daily living activities, and maintaining a clean and safe environment. My [mention any relevant experience or skills, e.g., strong communication skills, ability to work in a fast-paced environment] makes me a suitable candidate for this position.

I am particularly drawn to [Facility's Name] because [mention any specific reason related to the facility or its mission]. I admire [specific quality or value of the facility] and would be honored to be a part of your dedicated team.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the excellent care provided at [Facility's Name]. Please find my resume attached for your review.

Sincerely,  
[Your Name]