

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Title]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the Certified Nursing Assistant (CNA) position at [Organization Name]. I am eager to contribute my skills and compassion to your team while providing quality care to patients. I recently completed my CNA training program at [Training Institution Name], where I gained comprehensive knowledge in patient care, hygiene, and safety protocols. In addition, my hands-on clinical experience has prepared me to assist patients effectively and work collaboratively with healthcare professionals.

[Include any relevant experiences, certifications, or skills that may enhance your application.]

I am enthusiastic about the opportunity to become a part of [Organization Name] and am committed to providing the highest standard of care. Thank you for considering my application. I look forward to the opportunity to discuss my qualifications further.

Sincerely,
[Your Name]