

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Your Email]
[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 experience in providing high-quality patient care, I am excited about the opportunity to contribute to your team.

I completed my CNA training at [Training Program/Institution Name] and am certified through [State Certification Body]. During my training, I gained hands-on experience in various aspects of patient care, including [list relevant skills or areas of experience, e.g., assisting with daily living activities, monitoring vital signs, and maintaining patient comfort]. My dedication to compassion and professionalism has consistently earned positive feedback from instructors and peers.

In my previous role at [Previous Employer or Internship], I was responsible for [briefly outline responsibilities or achievements]. I thrived in a fast-paced environment and developed strong relationships with both patients and staff. I understand the importance of teamwork and effective communication in the healthcare setting.

I am particularly drawn to [Facility's Name] because [reason related to the facility's values, mission, or reputation]. I admire your commitment to [specific aspect of the facility or its care approach], and I am eager to contribute to this mission by providing exceptional care to your patients.

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and passions align with the needs of your facility. I am available for an interview at your convenience and can be reached at [Your Phone Number] or [Your Email].

Sincerely,
[Your Name]