

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

Dear [Recipient's Name],

I am writing to express my interest in the Certified Nursing Assistant (CNA) internship position at [Organization/Facility Name] as advertised [mention where you found the internship listing]. I am currently a [your year, e.g., first year] student at [Your School/College] pursuing a degree in [Your Degree Program], and I am eager to gain hands-on experience in a clinical setting.

Having completed my CNA training, I have developed essential skills in patient care, basic medical procedures, and effective communication. I am passionate about providing quality care to patients and assisting healthcare professionals in delivering the best possible outcomes. I am particularly drawn to [Organization/Facility Name] because of [mention any specific reason related to the organization and its values or programs]. I believe that this internship will offer me invaluable learning opportunities while allowing me to contribute positively to your team.

I am available for an interview at your convenience and can be reached at [Your Phone Number] or [Your Email Address]. Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further.

Sincerely,
[Your Name]