

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Your Email Address]
[Your Phone Number]
[Date]
[Recipient Name]
[Practice Name or Facility Name]
[Practice Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to express my interest in the Certified Nursing Assistant (CNA) position at [Facility Name] as advertised [mention where you found the job listing]. With a strong passion for helping others and a solid foundation in patient care, I believe I would be a valuable addition to your team.

Throughout my training, I have developed essential skills in providing quality care to patients, assisting with daily activities, and ensuring comfort and well-being. My hands-on experience during my clinical rotations equipped me with [mention any specific skills or experiences relevant to the position].

I am dedicated to maintaining a positive and supportive environment for patients and am committed to ongoing professional development. I am particularly drawn to [Facility Name] because of [mention any specific reason related to the facility's values, mission, or community impact].

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to your team and provide exceptional care to your patients. I am available at your earliest convenience for an interview.

Sincerely,
[Your Name]