

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

Dear [Recipient's Name],

I am writing to express my enthusiastic application for the Licensed Practical Nurse (LPN) position at [Institution/Organization Name]. With a background in nursing and a deep commitment to providing outstanding patient care, I believe I would be a valuable addition to your team. Having completed my nursing education at [Your School/Program Name], I have cultivated essential skills in patient assessment, medication administration, and the execution of care plans. My clinical experience at [Previous Employer/Internship], where I assisted in providing care to diverse patient populations, has further equipped me with the knowledge and practical skills necessary for this role.

I pride myself on my strong communication abilities, which allow me to build rapport with patients and their families. I understand the importance of empathy and patience in delivering healthcare, and I strive to create a comforting environment for those in my care.

Additionally, I am committed to ongoing professional development and remaining current with industry advancements. I am excited about the opportunity to contribute to [Institution/Organization Name] and to uphold its values of excellence in patient care.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to your team as an LPN. Please feel free to contact me at your convenience.

Sincerely,
[Your Name]