

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]  
[Date]  
[Hiring Manager's Name]  
[Facility Name]  
[Facility Address]  
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the Licensed Practical Nurse (LPN) position at [Facility Name] as advertised [where you found the job posting]. With [number] years of nursing experience and a strong commitment to patient care, I am eager to bring my skills to your dedicated healthcare team.

In my previous role at [Previous Employer/Facility], I successfully [mention a relevant achievement or responsibility], which helped to [describe the impact]. My ability to [mention a specific skill or competency related to the LPN role] has enabled me to provide high-quality care to patients in a variety of settings.

I am particularly drawn to [Facility Name] because of [mention a specific reason related to the facility or its values/mission]. I admire your commitment to [mention a program, service, or value of the facility], and I am excited about the opportunity to contribute to this mission.

Enclosed is my resume, which provides further detail about my background and achievements. I welcome the opportunity to discuss how my experience and passion for nursing align with the needs of your team. Thank you for considering my application. I look forward to the possibility of contributing to [Facility Name] and making a positive impact on the lives of patients.

Sincerely,  
[Your Name]