

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]  
[Date]  
[Employer's Name]  
[Facility/Organization Name]  
[Facility Address]  
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to express my interest in the Licensed Vocational Nurse (LVN) position at [Facility/Organization Name] as advertised on [where you found the job posting]. I recently graduated from [Your Nursing School] with a [degree type, e.g., Diploma in Vocational Nursing] and am eager to begin my nursing career with a dedicated team like yours. During my clinical rotations, I honed my patient care skills in [specific units or specialties] and gained hands-on experience with [specific procedures or technologies], which prepared me to provide high-quality care to diverse patient populations. I am particularly drawn to [Facility/Organization Name] because of [specific reason related to the facility or its values], and I believe my compassionate nature and commitment to patient advocacy align well with your mission.

I am proficient in [specific skills or software relevant to the position] and have developed strong communication skills that allow me to effectively collaborate with patients, families, and healthcare teams. I am excited about the possibility of contributing to [specific programs or initiatives at the facility] and continuously learning from the experienced staff at [Facility/Organization Name].

I would appreciate the opportunity to discuss how my background, skills, and enthusiasm for nursing align with the needs of your team. Thank you for considering my application. I look forward to the possibility of speaking with you.

Sincerely,  
[Your Name]