

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]
[Date]
[Recipient Name]
[Title]
[Hospital/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the Staff Nurse position advertised on [where you found the job listing]. With a Bachelor of Science in Nursing and [number] years of clinical experience in [specific area or department, e.g., medical-surgical nursing], I am confident in my ability to provide high-quality patient care and contribute to the excellent reputation of [Hospital/Organization Name].

In my previous role at [Previous Employer's Name], I successfully handled a variety of responsibilities, including patient assessment, care planning, and education. I am skilled in [mention any specific skills or experiences relevant to the job, e.g., IV therapy, wound care, patient advocacy], and have a proven track record of collaborating effectively with multidisciplinary teams.

I am particularly drawn to the mission and values of [Hospital/Organization Name], especially [mention any specific values or programs that resonate with you]. I am eager to contribute to your team and support your commitment to [mention any specific aspects of patient care or community service].

Enclosed is my resume, which provides further detail about my professional journey. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the goals of your nursing team. Thank you for considering my application.

Sincerely,
[Your Name]