

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the [specific nursing position] at [Hospital/Facility Name] as advertised on [where you found the job listing]. With my [number] years of experience in nursing and a passion for [specific area of nursing], I am confident in my ability to contribute to your team and provide exceptional patient care.

I hold a [your degree] in Nursing from [Your University/College] and am licensed to practice in [State]. Throughout my career, I have gained valuable experience in [specific skills or areas, e.g., critical care, pediatrics], working closely with diverse patient populations to deliver safe and effective care.

In my previous position at [Your Previous Job/Facility], I successfully [mention a relevant achievement or responsibility, e.g., managed a high volume of patients, implemented new protocols]. My dedication to improving patient outcomes, along with my strong communication and collaboration skills, has enabled me to work effectively within multidisciplinary teams.

I am particularly drawn to [Hospital/Facility Name] because [mention something specific about the facility or its values that attract you]. I believe that my background in [specific relevant experience] aligns well with your team's goals, and I am eager to bring my expertise to [mention any specific department or initiative].

I look forward to the opportunity to discuss how I can contribute to your team. Thank you for considering my application. I have attached my resume for your review and would be happy to provide any additional information needed. I hope to hear from you soon to schedule an interview.

Sincerely,
[Your Name]