

[Your Name]
[Your Address]
[City, State, Zip]
[Your Email]
[Your Phone Number]
[Date]
[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip]

Dear [Employer's Name],

I am writing to express my interest in the Occupational Therapy Assistant position at [Company's Name], as advertised on [where you found the job posting]. With my recent graduation from [Your School/Program] and my certification in occupational therapy assisting, I am excited to begin my career and contribute positively to your team.

During my training, I gained hands-on experience through [mention any relevant internships, clinical rotations, or volunteer work]. This experience enhanced my ability to assist occupational therapists in implementing treatment plans, providing patient care, and conducting therapeutic activities. I developed strong communication skills while working closely with patients and team members, ensuring a supportive and encouraging environment.

I am particularly drawn to [Company's Name] because of [mention any specific reason related to the company or its values]. I admire your commitment to [mention any relevant programs or services] and believe that my passion for helping others aligns well with your goals.

I am eager to bring my skills in patient care, empathy, and teamwork to your organization. I look forward to the opportunity to discuss how I can contribute to the success of your team and the well-being of your patients.

Thank you for considering my application. I hope to hear from you soon to arrange a discussion.

Sincerely,
[Your Name]