

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

Dear [Employer's Name],

I am writing to express my interest in the Occupational Therapy Assistant position at [Company/Organization Name] as advertised [mention where you found the job listing]. With my educational background and hands-on experience in the field, I am confident in my ability to contribute effectively to your team.

I recently completed my [degree/certification] in Occupational Therapy Assisting from [Educational Institution], where I acquired comprehensive knowledge in patient care, therapeutic interventions, and rehabilitation techniques. My clinical experience at [Previous Workplace/Internship], where I assisted licensed occupational therapists in developing and implementing treatment plans for patients with diverse needs, has further solidified my commitment to this profession.

I am particularly drawn to [Company/Organization Name] because of [specific reason related to the company's values, mission, or achievements]. I admire your commitment to [mention any specific program, initiative, or aspect of the company], and I am eager to bring my skills in [mention relevant skills] to support your team in providing exceptional care to clients.

Enclosed is my resume, which provides further detail about my education and experience. I would appreciate the opportunity to discuss how my background can benefit [Company/Organization Name] and its clients. I am looking forward to the possibility of contributing to your organization and would welcome the chance to interview at your convenience.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]