

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your 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 on [where you found the job listing]. With a [specific degree or certification], and experience in [briefly mention relevant experience or skills], I am excited about the opportunity to contribute to your team and support clients in achieving their therapeutic goals.

My background includes [mention any relevant experience, internships, or volunteer work that relates to occupational therapy]. I am skilled in [list specific skills or techniques relevant to the job], and I am passionate about helping individuals regain independence and improve their quality of life.

At [Previous Employer or Experience], I successfully [describe a relevant accomplishment or responsibility that showcases your abilities]. This experience honed my skills in [mention relevant skills], and reinforced my commitment to delivering compassionate and effective care.

I am impressed by [mention something specific about the company or its mission that resonates with you] and I would be honored to be part of such a dedicated team. I am looking forward to the possibility of discussing how my qualifications align with the needs of your team at [Company/Organization Name].

Thank you for considering my application. I hope to speak with you soon about this exciting opportunity.

Sincerely,  
[Your Name]