

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

Dear [Hiring Manager'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 listing]. With my background in [mention your relevant qualifications or experiences], I am excited about the opportunity to contribute to your team and assist in providing quality care to clients.

During my time at [Previous Job or Institution], I gained valuable experience in [mention specific skills or experiences related to the job], which has equipped me with the practical skills and compassionate approach needed to excel in this role. I am particularly drawn to [specific aspect of the company or its mission] and believe my dedication to [specific value or goal related to occupational therapy] aligns well with your team's objectives.

I am eager to bring my [mention any specific skills or attributes] to [Company's Name] and support the rehabilitation and improvement of our clients' functional capabilities. I look forward to the possibility of discussing how I can contribute to your esteemed organization and help clients achieve their therapeutic goals.

Thank you for considering my application. I hope to speak with you soon to further discuss my potential contributions to your team.

Warm regards,

[Your Name]