

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[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 occupational therapy and hands-on experience in patient care, I am confident in my ability to contribute effectively to your team.

In my previous role at [Previous Company's Name], I had the opportunity to work closely with licensed occupational therapists, assisting in the development and implementation of individualized treatment plans for diverse patient populations. My responsibilities included conducting therapeutic activities, documenting patient progress, and providing support during therapy sessions. This experience has equipped me with a strong foundation in patient assessment, communication, and rehabilitation techniques.

I am particularly drawn to [Company's Name] because of [specific reason related to the company or its values/programs]. I admire your commitment to [specific aspect of the company or its services], and I am eager to bring my skills and passion for helping others to your organization. Enclosed is my resume, which further details my qualifications. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the needs of your team. Thank you for considering my application.

Sincerely,  
[Your Name]