|  |
| --- |
| **GENERAL COVER LETTER FOR NURSING** |
|  |
| 956 Oak Drive Austin, TX 47587 • davidchen@gmail.com • (770) 625-9669 |

21/05/20XX

Dear Chief Nursing Executive,

I am excited to apply for the nursing position at Lincoln McDuff Hospital. As a Registered Nurse with four years of clinical experience and a genuine commitment to providing compassionate patient care, I am eager to contribute to your team's mission of delivering exceptional healthcare services.

Your facility's reputation for patient-centered care and clinical excellence makes it an ideal environment for me to continue growing as a healthcare professional. My background includes experience in medical-surgical units, emergency care, and patient education. At Regional Medical Center, I consistently maintained patient satisfaction scores above 95% while managing a caseload of up to 12 patients per shift. I also played a key role in implementing a new medication administration protocol that reduced medication errors by 30% across our unit.

I am skilled in electronic health records, IV therapy, wound care, and patient assessment. My strong communication abilities allow me to effectively collaborate with interdisciplinary teams while providing clear explanations to patients and their families during challenging times. I maintain current certifications in BLS, ACLS, and hold a valid RN license in good standing.

I am committed to upholding the highest standards of nursing practice and would be honored to bring my clinical skills and dedication to patient care to your healthcare team. I look forward to discussing how my experience can contribute to your facility's continued success.

Thank you for your time and consideration.

Sincerely,

**David Chen**

****

**Dear Job Seeker,**

**We recently updated all of the cover letter templates on** [**ResumeGenius.com**](https://resumegenius.com/) **to reflect the most recent HR and hiring trends.**

Our goal is to give our users the best chance at landing job interviews, and our templates are a major part of how we aim to accomplish this goal.

Each of our newly designed and re-designed templates were built specifically to bypass the Applicant Tracking System software companies use to filter out candidates, and are formatted to be visually pleasing and easy to read.

But while our cover letter templates take the pain out of formatting and provide a strong foundation for your own cover letter, it takes effective writing to win over the hearts of employers, hiring managers, and recruiters.

If you’re still struggling to write your own cover letter, check out these free resources so you can put together a cover letter that showcases how you’re the best person for the job:

·     [Cover letter builder](https://resumegenius.com/cover-letter-builder)

·     [How to write a cover letter](https://resumegenius.com/blog/cover-letter-help/how-to-write-a-cover-letter)

·     [Cover letter examples](https://resumegenius.com/cover-letter-examples)

Once you’ve written a great cover letter, pair it with a convincing resume by using a matching [resume template](https://resumegenius.com/resume-templates). Here are a few resources to help you write a resume that gives your application the edge it needs to land you the interview:

·     [Resume builder](https://resumegenius.com/)

·     [How to write a resume](https://resumegenius.com/blog/resume-help/how-to-write-a-resume)

·     [Resume examples by industry](https://resumegenius.com/resume-samples)

Best regards,

