Cassandra Bertrand

1417 east 102ND Street

Brooklyn, NY, 11236

[November 25, 2019]

Dear Hiring Executive,

I am writing this letter to apply for a position in your organization, which was recently advertised on a health website. With my vast experience and knowledge in the nursing practice, I believe I am fit for the advertised position. Notably, I have been able to build on my nursing skills as well as increase my knowledge, which has been essential towards enhancing my provision of safe, high quality and timely care services to all my clients irrespective of their socio-economic background. Ideally, over my four years in care management, I have developed various essential skills, including proficient communication skills, discipline, as well as maintenance of professional boundaries with my workmates as well as my clients.

Primarily, I tend to utilize my proficient communication skills other care providers in adopting an evidence-based practice, which will result in improved patient outcomes besides increasing patient satisfaction levels. Moreover, I also utilize my interpersonal skills to help conflicting care providers to reconcile and work collaboratively towards the attainment of patient betterment as well as the achievement of both personal and organizational goals.

With my supreme knowledge, skills, experience as well as expertise in the nursing field, I believe I am the ideal candidate for the advertised position. Primarily, I am empathetic, caring, passionate, ambitious, and I can efficiently perform assigned duties with no supervision. I adhere to the nursing code of ethics as well as standards of practice in my practice besides working tirelessly towards the betterment of my clients as well as the achievement of my organization's goals.

Attached herein is my resume, which incorporates my academic advancement, my professional experience, performance accounts as well as my awards and licenses. I am looking forward to discussing how my involvement and contribution will enhance your organization's ability to achieve set goals and objectives.

Thank you for your time and consideration.

Sincerely,

Cassandra Bertrand, RN