Marie Lluch, RN

4231 Elbertson St.

Elmhurst, NY 11373

(347) 328-4312

caralluch@yahoo.com

John Smith

St. Luke’s-Roosevelt Hospital Center

1000 Tenth Ave.

New York, NY 10019

December 12, 2012

Dear Mr. Smith,

 I am writing this cover letter—with enclose resume—to apply for your Registered Nurse position. I am a registered nurse currently in the midst of obtaining my Baccalaureate Degree in Nursing from New York City College of Technology, The City University of New York. I have long admired the work that your esteemed hospital has done, and would be interested in contributing my qualifications to your success.

 I am currently in my last semester of the RN-BSN Program at New York City College of Technology, and am eager to put into practice all that I have learned. I possess the necessary basic skills in nursing from my extensive theory nursing courses as well as from my clinical rotations. In addition to my coursework, I have the ability and the eagerness to learn quickly. I am compassionate, have excellent bedside manner, and work well with others. I am immensely passionate about nursing, and believe I would make a great asset to your organization.

 With my basic knowledge, theory, and practice of nursing, as well as my willingness to learn more, I believe I am uniquely qualified for this position. I look forward to meeting with you for an opportunity to elaborate on my skills and qualities. Please contact me at (347) 328-4312 to further discuss my resume and cover letter in detail. Thank you for posting this wonderful opportunity, and for allowing me the chance to apply for it.

 Sincerely,

Marie Lluch, RN