To whom it may concern,

 I am writing regarding the nursing position opportunity you posted on Indeed.com. My experience and qualifications make me an ideal candidate for this job.

 I possess an Associate degree in nursing and is currently enrolled in the baccalaureate degree nursing program at New York City College of Technology, my expected completion of the program is January 2019. During my educational journey, I have acquired the skills and advanced knowledge into the roles and responsibilities of nursing leadership, and I am excited to utilize these skills.

 I have over 20 years of proven clinical and supervisory experience efficiently managing both patients and nursing staff. I am organized, calm, and patient-oriented, with excellent healthcare skills. I am passionate about providing outstanding care to patients, and utilizing my leadership skills to inspire other staff members to strive to provide high-quality health care.

 I believe a relationship with your institution would be ideal, as I am looking for a challenging work environment where I can utilize my skills to the fullest extent. I look forward to hearing from you. Please find an account of my work history in the attached resume.

Sincerely,

Theresa Alexander.