Shaneka Ross

300 Vernon Avenue, Apt 3U

Brooklyn, New York 11206

[Date]April 30, 2013

Barbara Sommer

Vice President, Department of Nursing

Maimonides Medical Center

4802 Tenth Avenue

Brooklyn, New York 11219

Dear Barbara Sommer:

Thank you for the opportunity to discuss your opening for an Assistant Nurse Manager on 6 West. It was a pleasure meeting you and learning more about the position and Maimonides Medical Center. I hope that in joining the team, my position will be supportive in assisting Maimonides to meet its organizational goals.

I am enthusiastic about the possibility of working for you at Maimonides Medical Center. The position sounds like a perfect match for expanding my professional skills and experience. Please contact me at 317-845-2860 if you have any questions. I look forward to hearing from you soon.

Sincerely,

Shaneka Ross