

Entry Level Nursing Cover Letter

From,
Manik Sharma
35 Glenlake
St.Bowie, MD 20715

Date:24/01/1994

To,
Shraddha Sharma
HR Manager
JS Hospital
SKs@hs.com

Re: Application for the post of Nurse.

Dear Shraddha,,

I have just completed my nursing course from (Institute's name) and (year of completion). I have completed my schooling from (Institute's Name) and (year of completion). I received a first class certificate for (type of nursing). Hence, I would love to join your hospital as a new graduate nurse. The job role defined in your advert and my education makes me fit for the job.

I have completed my internship from (Hospital's Name) and have been recommended by (Doctor). During my internship program I learnt the following:

I am ready to face the real challenges of the hospital and I believe that it is these challenges that will enhance me as a human. If you provide a chance I assure that I will not let the hospital down and work in unity with the other staff members too! It would be an honour to meet you in person and take this further.

Thanking you!
Yours Sincerely,
Manik Sharma

