## Isabelle Burns

Home Health Aide 432 Second Avenue, Miami, FL 65432 i.burns@myemail.com (876) 543-2109

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## Ladonna Bishop

Senior Admissions Officer Miami Dade College (432) 109-8765 I.bishop@youremail.com

Dear Ms. Bishop,

Reducing falls by 32% for patients on my roster in 2020 was my proudest achievement as a home health aide so far. I believe that my excellent knowledge of dementia care and keen awareness of health and safety best practices for people with limited mobility helped me keep my patients safe. I hope to bring the same dedication and attention to detail to a career in nursing.

As a committed healthcare worker with 2+ years' experience and a passion for improving the lives of vulnerable community members, Miami Dade College's reputation for excellent teaching appeals to me. I believe that the following achievements demonstrate that I have the ability to excel:

- Receiving praise 4x during my performance appraisals for providing dignified personal care and toileting assistance
- Reducing hospital admissions by 22% for my patients in 2020 by providing nutritious meals and facilitating safe physical activity whenever possible
- Being thanked by a patient's relative for providing companionship after she experienced a major stroke

Please feel free to get in touch to arrange a convenient interview. I look forward to exploring how my empathy and strong clinical knowledge can help me serve the community as a nurse.

Sincerely,

(Insert Signature Here)

## **Isabelle Burns**

P.S. I would love to explain why I was promoted after 1 year of service.