

MELISSA ANDERSON

Respiratory Therapy Student | 123 Carpenter Street, Philadelphia, PA 12345 | youremail@example.com | (123) 456-7890

Monday, April 18, 2022

MS. LORI TAYLOR

Hiring Manager

Thomas Jefferson University Hospital

(123) 456-7890

email@example.com

Dear Ms. Taylor:

Recently I was singled out as a top respiratory therapy student during my practicum at Roxborough Memorial Hospital. I believe it was my eagerness to learn, work hard, and collaborate on a team that earned me recognition. I hope to bring that same dedication to Thomas Jefferson University Hospital as a Respiratory Therapist.

I'm drawn to your hospital's reputation for medical excellence, and to your stated focus on patient outcomes. My skill set (detailed on the enclosed resume) is a strong match with this opportunity.

Below are four of my key qualifications:

- Bachelor's Degree in Respiratory Therapy with honors from Temple University.
- Experience providing nebulized medications and performing tracheostomy care of patients with respiratory or cardiopulmonary ailments.
- Demonstrated success working with nurses and providers to monitor each patient's acuity level and readiness for decannulation or other next phase of care.
- Praised by preceptor and charge nurses for calmly addressing and prioritizing patient needs in a fast-paced setting.

I would appreciate the chance to discuss how I can help advance your healthcare objectives. Please feel free to contact me with an interview time that works best for your schedule. Thank you for your time, I look forward to hearing from you.

Sincerely,

(Insert Signature Here)

MELISSA ANDERSON