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(098) 765-4321

456 My Street, San Diego, CA 76543

Cameron Malfara

Lori Taylor

San Diego General Hospital

123 Your Street,

Houston, TX 12345

(123) 456-7890

example@youreemail.com

[month, day, year]

Dear Ms. Taylor:

I'm reaching out to you regarding the medical assistant job with San Diego General Hospital. With over eight years of experience, I excel in collaborating with multidisciplinary teams to deliver high-quality care to diverse patient populations, including both geriatric and pediatric patients. I believe that my background in high-volume medical environments would benefit your team.

San Diego General Hospital's mission statement and commitment to health equity strongly align with my professional values as a health care provider. Providing equal access to quality care is a pivotal issue within the medical community, and I'm confident I can support your mission based on my career accomplishments:

- Delivered clinical and administrative support to registered nurses and physicians, obtained patient medical history and documentation, and communicated with empathy and compassion, contributing to a 95% patient satisfaction rating
- Coordinated with multidisciplinary teams to deliver high-quality care to diverse patient populations and support diversity, equity, and inclusion (DEI) initiatives
- Maintained exam rooms in accordance with OSHA standards for health and safety, sanitized exam instruments, and ensured compliance with COVID-19 safety protocols

I would like to schedule an interview to provide more insights into how my experience delivering quality care in high-volume hospital environments would benefit your organization. You may contact me via phone or email at your convenience. Thank you for your time and consideration.

Sincerely,

Cameron Malfara