

# Harriet Gould

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456 My Street, San Diego, CA 76543

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Katrina Pittman  
University of San Diego  
123 Your Street,  
Houston, TX 12345  
(123) 456-7890  
example@youremail.com

[month, day, year]

Dear Ms. Pittman,

In 2020, I reduced skin breakdowns and bedsores by 87% in my patients. My extensive knowledge of pressure management and skincare for individuals with limited mobility allowed me to improve my patients' comfort and well-being. I hope to apply the same high level of care and further my clinical knowledge as a student nurse.

As a caring and empathetic home health aide dedicated to providing dignified and sensitive health care and assistance, the University of San Diego's reputation for high-quality nursing education appeals to me. My hardworking attitude and quick learning ability will make me an asset to the San Diego health care system.

- Receiving a letter of thanks from a patient's family for recognizing stroke symptoms and seeking prompt emergency assistance
- Training three new hires last year to improve their understanding of healthy meal planning and preparation
- Scoring 100% for accuracy and efficiency for health documentation during spot checks

I would like to arrange an interview to explore how my previous experiences and dedicated work ethic make me the ideal candidate for a nursing degree. Please don't hesitate to get in touch to arrange a convenient time.

Sincerely,

Harriet Gould

P.S. I would love to explain why I was named Home Aide of the Year in 2020.