

Nicolas LaTouche

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456 My Street, San Diego, CA 76543

Mr. Michael Atisha

Emergency Center Director of Nursing Mount Sinai Medical Center of Florida

123 Your Street,

Houston, TX 12345

(123) 456-7890

example@youreemail.com

[month, day, year]

Dear Mr. Atisha,

While serving Mount Sinai patients as a certified nursing assistant for over five years, I earned multiple Employee of the Month awards for compassion, level-headedness, and a strong work ethic. I'm elevating my nursing skills to contribute more to this wonderful institution, and I ask to be considered for the nursing student extern position in the emergency center here.

My associates and supervisors at Mount Sinai have constantly encouraged me to pursue a nursing degree. Moreover, the University of Miami's nursing program has helped solidify my determination to help save lives. During my studies, I have:

- Accumulated over 1,200 hours of clinical experience
- Observed and treated patients with acute conditions, including heart attacks, respiratory distress and trauma
- Worked alongside registered nurses and assessed patients in the Surgical Intensive Care Unit

I'm eager for the opportunity to discuss how my proven record of exceptional care, academic success and passion for nursing can complement Mount Sinai's mission of excellence in service to the community. Please feel free to contact me at your convenience to set up an interview.

Best regards,

Nicolas LaTouche

P.S. — I'd also love to show you letters from my professors and past patients praising my efficiency and bedside manner.