July 30, 2009

Harvey Miller

Jefferson General Hospital

834 Sheridan Avenue

Port Townsend WA 98368

Dear Mr. Miller:

I have read the July 13 edition of the Jefferson County Leader classified section and became immensely interested about the ad looking for a Licensed Practical Nurse in the Intensive Care Unit. I am writing to communicate my interest for the said position.

My resume will prove that I am right for this position. I have in fact, completed a two-year Practical Nursing Program at Chamberlain College of Nursing in 2002, given license by the State Board of Practical Nursing also in 2002, and had four years of experience in an Intensive Care Unit as an LPN.

Through the years, I have proven to be a very reliable worker who is enthusiastic to perform assigned tasks and has the ability to make good judgments even under pressure. I am a quick learner and have a reasonably huge medical vocabulary. I am able to present accurate and consistent information and am able to deal with emergencies however frequent. I also have considerable experience in assisting with patients’ care programs plans.

Given my experience as well as my enthusiastic, sensitive attitude, I am confident that I would fit well into the Jefferson General Hospital environment. I would be very much delighted to have an opportunity to meet with you to discuss my qualifications for the position. You can contact me at 673-4299

I am grateful for the time you have taken to read my resume. Thank you for your consideration.

Sincerely,

Elaine C. Evans

Enclosure: resume