

Letter from a Nurse Seeking Employment

[Your Name]

[Address]

[Letter Date]

[Recipients Name]

[Address]

Subject: Subject of Letter -optional

Dear [recipient's name],

This letter has been written in reference to your advertisement regarding need of a member for your nursing staff in the Sunday magazine of last week. I have a graduation degree with a course of two years of nursing. I have a two year experience as a nurse in capital international hospital. Moreover, I just completed a diploma in personal nursing. So, you can employ me as a member of your nursing team or as a personal nurse, I can do both. To me serving humanity is an ultimate goal, giving back to society and helping the needy. While being a nurse, one must have a polite tone and a kind heart to treat his/her patient well. I believe this can cure half of the disease. Many times full attention of the nurse and the proper care to the patient does wonders and work as a magic. Therefore, I believe nursing is a more of a sacred act than a mere job.

My CV and other important information are attached with the letter. Thank you!

Yours Sincerely,

[Your Name]

[Senders Title] -Optional-