Maria Smith  
1000 Chastain Road, Georgia- 30144  
Contact Number: 770-423-6000  
Email- [Smith.90@mlh.com](mailto:Smith.90@mlh.com)

July 2, 2014

Sarah Campbell  
Nurse Unit Manager  
R.N Medical Centre  
1300 West Park Street,  
Butte, Montana- 59701

Re: Registered Nurse (Position ID # 67759)

Dear Ms. Campbell,

I am writing this letter in order to express my candidature for the Registered Nurse position at R.N. Medical Centre. I am an energetic and highly motivated nurse, keen to serve the society by delivering the best and quality medical services. My qualifications and experience closely match with the job requirements.

I hold a master degree and have 6 years of experience in the nursing field. I have profound knowledge of administration, patient assessment and acute care. I started my career with the Divine Medical Care and served there for 3 years. Currently; I am working in the Memorial Hospital where my responsibilities include:

* Monitoring the condition of the patients and reporting ant abnormalities.
* Administering the medications in compliance with the established policies and standards.
* Preparing and implementing the customized interdisciplinary care plan.
* Ensuring cleanliness and hygiene in the patients’ rooms.
* Identifying physical and psychological requirements of the patients.

If you give me a chance to work with your centre, I assure you that I will leave no stone unturned in rendering my services. Hope you will reply positively. You can reach me by mail at [Smith.90@mlh.com](mailto:Smith.90@mlh.com) or call me at 770-423-6000.

I am attaching my resume with the cover letter for further consideration.

Thanks a lot for your precious time.

Sincerely,  
(Signature)  
Maria Smith