

New Grad Nursing Cover Letter

From,
Salini Singh
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Date:02/2/1994

To,
Sandhya Singh
HR-M
JK Singh Hospital
sand@hh.com

Re: Application for the post of nurse

Dear Manager,,

This letter is in response to the job posted in (website/newspaper) for the post of registered nurse at your reputed hospital.

I have recently graduated from (College Name). I also had an opportunity to work as a part-time assistant for 2 months at your hospital (duration). As a student I have really enjoyed learning various aspects about this profession and want to put it to good use. The resume attached along with provides a detailed description of my skills, achievement and education.

I have read the job details and think that I can match up sleeve. It would be really nice if we could discuss these in details.

Thanks and Regards,

Salini Singh