

January 01, 2023

To
The Director
Sylhet Women's Medical College Hospital
Mirboxtula, Sylhet

Subject: Application for Senior Staff Nurse.

Respected Sir,

I am pleased to write you today regarding my application for the nursing position. I believe my qualifications and experience make me an ideal candidate for this job.

I have a Diploma Degree in Nursing and 3 years of proven clinical experience effectively and efficiently managing both patients and staff. I am an extremely organized, calm, and patient professional with excellent healthcare skills. I have a passion for providing quality care to patients, and the necessary leadership skills to inspire other staff members to provide above standard levels of service.

In addition, my three years of clinical practice helped me realize and implement clinical duties I learned during the course of my education. While worked there, I was commended for proficiently handling difficult situations with patients and their family members.

I believe a relationship with your company would be mutually beneficial, as I am seeking a challenging work environment where I can exercise my skills to the fullest extent. I look forward to hearing from you, and would love to explain my skills further during an interview.

Sincerely,

Sakib Al Hasan

Attachments:

1. Attested copies of all Academic Certificates.
2. Attested copies of 3 passport size photographs.
3. Attested copy of National ID card/Birth Certificate.
4. Attested copy of Computer Certificate.

5. Attested copy of Internship Certificate.