Chloe Apples

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September 1, 2018

Carol Lau Director, Human Resources Health Hospital 123 Business Rd. Business City, NY 54321

Dear Mrs. Lau (Dear Hiring Manager),

I would like to express my strong interest in the Physical Therapist (PT) position at Health Hospital as advertised on the hospital's website. I am an experienced, skilled physical therapist whose passion for helping people aligns with your hospital's mission to offer compassionate care. I know I would be an asset to your organization.

I recently earned my Doctor of Physical Therapy (DPT), with honors, from XYZ University, where I gained experience as a physical therapy intern in a variety of settings. I have experience working with a wide spectrum of clients, including pediatric, adolescent, adult, and geriatric patients. These internships have honed my skills in various treatments, from muscle reeducation to electrotherapy to hydrotherapy. I am therefore well equipped to handle the variety of patients and conditions that a physical therapist at Health Hospital would be treating.

However, my skills go beyond clinical knowledge and technical ability. Both patients and advisors have praised my strong communication skills. I am able to effectively explain procedures to patients and answer any questions they have, always speaking in a patient and kindly tone. Even when I am carrying a particularly heavy caseload, I always take the time to speak with each patient, and make sure they feel comfortable and confident in their treatment plan.

I have enclosed my resume for your review. I will contact you next week to see if we can speak in person about the ways in which I could benefit your hospital. Thank you so much for your time and consideration.

Sincerely,

Signature (hard copy letter)

Chloe Apples