

Sample Cover Letter New Graduate

Nancy Clay

456 E Red Bridge Rd,
Kansas City, MO 64131

August 08, 2022

Mr. Sara Wilson

Program Director

Maternal-Newborn Program

General Health Centre

3011 E 51st St,
Kansas City, MO 64112

Subject: Application for new graduate nurse maternal-newborn program.

Dear Ms. Sara,

I am writing in response to the advertisement posted in the Kansas Star for the position of registered practical nurse maternal-new-born program. I am a recent graduate fromCollege. I have completed a large component of my clinical nursing placements at your facility. I am excited about the opportunity to work as a part of the maternal-new-born team. As a student, I was able to work in many areas of the program and enjoyed working with the interdisciplinary team and families. I am presently enrolled in a post graduate breastfeeding course and have developed a questions and answers template for common breast feeding queries. My attached résumé provides more details about my skills and accomplishments.

I look forward to an opportunity to discuss my potential contribution to your maternal new-born team. I can be reached at phone/email.

Sincerely

Nancy Clay

Your Signature