

# PROFESSIONAL COVER LETTER

June 28, 2012

To whom it may concern:

My name is Jonny Doe and I am seeking a position as a Registered Nurse on a medical-surgical unit. Enclosed you will find a brief synopsis of my education, work, and volunteer experiences. I am a registered nurse reflected in my resume and professional nursing license. My professional nursing license and continued education requirements are current. As a registered nurse, I am committed to providing quality patient care. I am a compassionate patient advocate and committed to providing quality of care. I work extremely well with others and highly motivated to learn.

At your earliest convenience, I would welcome the opportunity to discuss my qualifications and career aspirations in greater detail. I can be reached at: (h)1(770)955-8555 ; (c)1(770) 792-5555; email: johnnydoe@yahoo.com.

Sincerely,



Johnny Doe, RN

Enclosure: Resume