

[Mention the name of the sender]

[Mention the address]

[Mention the contact details]

[Mention the date]

To

The

[Mention the name of the recipient]

[Mention the address of the recipient]

[Mention the contact details of the recipient]

Subject- Cover letter for health care assistant with no experience

Greetings, [Mention the name]

I immediately put together my résumé after viewing the advertisement for the [Mention the name of assistant] position with [Mention the name].

My qualifications suit your company's standards, and I am confident that I can be a valuable contribution to your facilities. I feel I have the abilities and training necessary to provide exceptional support to your medical personnel, having spent the last [Mention the number] years as an intern for a local health centre.

Taking vitals, monitoring patients, and speaking with them to understand more about their concerns are all part of my training. I then relay any pertinent information to the patient's head nurse or physician.

My previous experience involves assisting patients with personal requirements such as toileting, bathing, dressing, and feeding. I've also changed beds, cleaned up after patients, and assisted in keeping the facility clean and sanitary. I have a nice and kind demeanour that allows me to make patients feel at ease and sure that they are receiving the best care, regardless of their medical condition.

I am adaptable enough to work in several departments around your facility and on any shift required. My ambition is to pursue a nursing degree while continuing my education in the medical area. I enjoy assisting others, and I believe there is no better way to do it than working in the medical field.

You can reach me at [Mention the phone number] at any time, and I look forward to meeting with you just to learn more about this role and how I can contribute to your institution.

Sincerely

From

[Mention the name of the sender]

[Mention the address]

[Handwriting signature]

[Mention the contact details]

[Mention here, if there is any post note to be given]