James Brown

238 Broadway

New York

NY

United States

To

The HR Manager

XYZ Company

354 F 63rd Street

New York

NY 10022

United States

Sub: Physician Cover Letter

Dear Mr. or Mrs. or Ms. HR Manager,

It is an honor to be framing this cover letter for the attending physician post at [mention the name of the organization]. I had been waiting for this opportunity for a long time, and I am glad that I finally got it. The requirements mentioned in the ad posted by the organization perfectly match all my documents and certificates.

[Mention the name of the organization] has always been my dream destination to join, and I have been working hard to secure a place here. From [mention the name of the university], I gained a [mention the name of the degree], and after that, I further pursued [mention the name of the degree]. Having an interest in the medical field, I have been able to score well all throughout my academic life.

While I performed at [mention the name of the organization] for around [mention the number of years], I was basically responsible for the education of lesser-experienced physicians and medical students, and patient care. I regularly checked the patients' care plans and their status. In addition to these, I evaluated the resident's recommended plan of care and asked additional questions whenever I felt so. I am proud to state that I have always done my duty well and gained acknowledgment for that.

I have all the abilities of a good attending physician. Be it effective stress management, having a positive attitude in every situation, solid communication and interpersonal skills, or strong collaboration skills, I have all in me. I desire to obtain more in the future so as to perform more successfully in my post.

Kindly let me know whether it will be possible to meet me in person, as I would like to have a face-to-face discussion on this.

Thank you for sparing time to go over this letter. I will be looking forward to your response.

From

James Brown

[Handwriting signature]

[Mention the contact details]

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