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

Subject- Animal technician cover Letter

Dear

I am writing to apply for the position of Veterinary Technician at Retail Ocean Clinic. I am a certified veterinary technician with over [mention the total number of years of experience working at a veterinary clinic and a lifetime of caring for animals as a farm kid. I'm looking forward to working at Retail Ocean and getting to work with both small and large animals.

I graduated with a [mention the degree] from [mention the name of the institute] with an associate's degree in veterinary technology and certification from the American Association of Veterinary State Boards. I began working as a Veterinary Assistant at [mention the name of the institute] while still in college to gain additional experience.

As part of my duties, I assist with lab procedures, examinations, and vaccinations. I'm trained and experienced in taking X-rays and restraining animals in a safe and gentle manner. I help to keep the clinic clean and organized. When necessary, I also assist the front desk with administrative duties. I try to give the animals love and attention while assuring their owners that their pets are in good hands. I believe that the veterinary experience ought to be as pleasant and stress-free for both the animal and the owner as possible.

Thank you for your consideration and time. I believe my training, experience, compassion, and love for animals will benefit your company, and I eagerly await your response and learn more about your clinic. Please contact me on the details given below in this letter.

James Brown

[Handwriting signature]

[Mention the contact details]

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