

Patient Care Technician Cover Letter Sample 2

Lila Jameson

33 Flora Avenue, Little Rock, Arkansas 23654

145-555-7896

ljameson@email.com

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Mr. Leonard Scottson

Human Resource Director

Florence Nightingale Nursing Home

44 Robin Street, Little Rock, Arkansas 23654

Dear Mr. Scottson,

As an experienced and licensed patient care technician with five years of experience working within a nursing home environment, I was thrilled to see your job advertisement on your website. The posted position states that you highly value experience working with the elderly, and my current position has been primarily working with dementia-related cases within Summer Oaks Nursing Home here in Tampa. I received my certification from Little Rock Technical College in 2015 and became certified two months later.

Presently, I provide the best quality of care that I am capable of by ensuring that residents' needs are met. This duty encompasses a variety of daily tasks, including the gathering and distributing of supplies to the residents' rooms. I answer call lights quickly and make sure that their questions are answered promptly. Often, I am in charge of relaying vital questions to nurses or other caretakers in order to best help the patient. Additionally, I am in charge of obtaining, documenting, and reporting any changes in vital signs.

While working at Summer Oaks, I have been afforded the ability to attend yearly professional development seminars. I have completed seminars based on Bed Sores, Patient Hygiene, Team Work in a Health Care Environment, and The Importance of Disagreeing in The Health Care Environment. I am very proud of my attendance at these seminars, and my continued participation has allowed me to receive our facility's Best Career Development Award.

My greatest skill is the ability to communicate clearly and professionally, whether I am communicating with patients, nurses, or families. I also have an excellent knowledge of medical terminology and computer technology. My bedside skills are something that I pride myself greatly on, as are my abilities to observe patients for potentially life-threatening changes in their conditions.

As a potential employee, I believe that my ability to provide patient-centered care will make me a true asset to your facility. I have enclosed a resume which will go into much greater detail about my previous healthcare experiences and my skills with handling a variety of patients, their

families, and other members of the healthcare team. My schedule allows me to be available by phone after 3 p.m., but I am also available by email. I look forward to discussing my qualifications with you in person.

Sincerely,
Lila Jameson