

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Entry Level Cna

Dear Hiring Manager,

I am excited to apply for the Entry Level CNA position at Acme Corporation, as advertised on your careers page. With a strong passion for providing compassionate care to patients and a solid foundation in healthcare practices gained through my training, I am eager to contribute to your team and support your mission of delivering outstanding patient care.

During my clinical rotations at Green Valley Nursing Home, I had the opportunity to work closely with a diverse range of patients, assisting them with daily living activities and ensuring their comfort and safety. One of my key achievements was implementing a new patient-reporting system that improved communication between nursing staff and significantly enhanced our response time to patient needs. Additionally, I received recognition for my ability to build rapport with patients, which not only boosted their morale but also fostered a more positive environment for both residents and staff.

Moreover, I completed my Certified Nursing Assistant certification with honors, where I excelled in both theoretical knowledge and practical skills. My coursework provided me with extensive knowledge in patient care protocols, infection control, and basic life support. I am particularly proud of my ability to remain calm and efficient in high-pressure situations, which I demonstrated during a simulated emergency response drill where I played a pivotal role in coordinating the response efforts.

I would love the opportunity to discuss how my skills and dedication can benefit Acme Corporation further. Thank you for considering my application; I look forward to the possibility of contributing to your esteemed healthcare team.

Sincerely,

Jordan Taylor