

Jordan Smith

January 16, 2026

Acme Corporation

RE: Entry Level Home Health Aide

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Home Health Aide position at Acme Corporation, as advertised on your company website. With a profound commitment to providing compassionate care and support to individuals in need, I am eager to contribute to your team and help enhance the quality of life for your clients.

During my time volunteering at the local senior center, I developed strong interpersonal skills while assisting elderly residents with daily living activities. I built meaningful relationships with the residents, which enabled me to understand their unique needs and preferences. For example, I successfully implemented a weekly exercise program that increased participant engagement and improved mobility for several residents. Additionally, my completion of a certified nursing assistant course has equipped me with essential skills in personal care, patient safety, and effective communication, all of which I am excited to apply in a home health setting.

I am particularly drawn to Acme Corporation's commitment to delivering personalized care to clients and its emphasis on community involvement. I believe my proactive approach and dedication to understanding the needs of those I care for will align well with your mission. I am eager to discuss how my background, skills, and enthusiasm can contribute to the high standard of care you provide.

Thank you for considering my application. I look forward to the opportunity to speak with you further about how I can be a valuable member of your team at Acme Corporation.

Sincerely,

Jordan Smith