

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Entry Level Occupational Therapist

Dear Hiring Manager,

I am excited to apply for the Entry Level Occupational Therapist position at Acme Corporation, as advertised on your careers page. With a strong educational foundation and hands-on experience during my clinical placements, I am eager to contribute my skills to your team and support your mission of enhancing the quality of life for clients through personalized therapy programs.

During my internship at Greenfield Rehabilitation Center, I successfully assisted in developing individualized treatment plans for patients recovering from orthopedic surgeries. Through collaboration with a multidisciplinary team, I helped implement interventions that increased patients' mobility and independence, resulting in a 20% improvement in patient functional assessments over three months. Additionally, I had the opportunity to conduct a workshop on adaptive equipment, which significantly increased staff knowledge and confidence in utilizing these tools, ensuring clients received the best support tailored to their needs.

I am particularly drawn to Acme Corporation's commitment to innovative therapeutic practices and community-focused initiatives. I believe my proactive approach and dedication to client-centered care would be a great fit for your team. I am eager to discuss how my background, skills, and enthusiasm for occupational therapy align with the goals of Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your esteemed organization.

Sincerely,

Jordan Taylor