

Emily Johnson

January 16, 2026

Acme Corporation

RE: Entry Level Phlebotomist

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Phlebotomist position at Acme Corporation, as advertised on your careers page. With a strong passion for patient care and a solid foundation in phlebotomy techniques, I am eager to contribute to your team and support the vital work that Acme Corporation does in the healthcare community.

During my training at City College, I successfully completed over 100 venipunctures and capillary punctures, demonstrating my attention to detail and commitment to patient safety. My hands-on experience in a clinical setting allowed me to develop not only technical skills but also the ability to effectively communicate with patients, easing their anxieties during procedures. Additionally, I volunteered at a local health fair where I collaborated with healthcare professionals to provide blood screening services to underserved populations, further enhancing my ability to work under pressure while maintaining a compassionate approach.

I am particularly drawn to Acme Corporation's reputation for excellence in patient care and innovation in healthcare services. I am excited about the opportunity to join a team that values quality and compassion as much as I do. I would be grateful for the chance to discuss how my skills and experiences align with the needs of your team. Thank you for considering my application. I look forward to the possibility of contributing to Acme Corporation's mission.

Sincerely,

Emily Johnson