

# Jordan Thompson

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Respiratory Therapist

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Respiratory Therapist position at Acme Corporation, which I discovered through the American Association for Respiratory Care's job board. With a strong background in respiratory therapy and a passion for patient care, I believe I am well-suited to contribute to your esteemed team and enhance the quality of service provided to your patients.

During my freelance work over the past three years, I successfully collaborated with multiple healthcare facilities, providing critical respiratory care to diverse patient populations. One of my key achievements includes developing a streamlined protocol for managing patients with chronic obstructive pulmonary disease (COPD), which resulted in a 25% reduction in emergency admissions at a local clinic. Additionally, I implemented an educational program for patients and their families on the use of home nebulizers and inhalers, leading to a notable improvement in compliance and overall patient satisfaction scores.

Transitioning to a full-time role with Acme Corporation excites me because of your commitment to innovation and patient-centered care. I am eager to bring my expertise in respiratory therapy, along with my collaborative approach to working with multidisciplinary teams, to support your mission. I would welcome the opportunity to discuss how my background and skills align with the needs of your team.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity further and am enthusiastic about the chance to contribute to Acme Corporation's success.

Sincerely,

Jordan Thompson