

# Jordan Lee Smith

January 16, 2026

Acme Corporation

RE: Internship Cna

Dear Hiring Manager,

I am excited to apply for the Internship CNA position at Acme Corporation, which I discovered on your careers page. As a dedicated nursing student currently pursuing my certification, I am eager to gain hands-on experience in a reputable healthcare facility like yours, where I can contribute positively while learning from the best in the field.

During my clinical rotations at Riverbend Hospital, I successfully assisted nurses in providing compassionate care to a diverse patient population, which enhanced my ability to communicate effectively with patients and their families. For instance, I took the initiative to implement a daily patient feedback log that helped our team improve patient satisfaction scores by 15%. Additionally, I gained valuable experience in performing vital sign assessments and assisting with daily living activities, ensuring that each patient received personalized attention and care tailored to their specific needs.

I am particularly drawn to Acme Corporation's commitment to patient-centered care, and I believe my proactive approach and dedication to enhancing patient experiences would align well with your team's goals. I am eager to further discuss how my skills and background align with the needs of your team and how I can contribute to the high standards of care that Acme Corporation is known for. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Jordan Lee Smith