

Jessica Taylor

January 16, 2026

Acme Corporation

RE: No Experience Surgical Technologist

Dear Hiring Manager,

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I am writing to express my enthusiasm for the No Experience Surgical Technologist position at Acme Corporation, as advertised on your careers page. The opportunity to contribute to a forward-thinking team that prioritizes patient care and surgical excellence excites me. Although I am at the beginning of my career, I am eager to bring my strong work ethic and passion for the healthcare field to your esteemed organization.

During my time in the health sciences program at City College, I excelled in my coursework, achieving a GPA of 3.8 while completing hands-on training in surgical procedures and sterile techniques. I participated in a clinical rotation where I assisted in the preparation of surgical instruments and observed several surgeries, gaining valuable insights into the surgical process and the critical role a surgical technologist plays in ensuring patient safety. Additionally, my volunteer experience at the local hospital allowed me to work alongside medical professionals, where I honed my skills in teamwork and communication—both essential qualities for a successful surgical technologist.

I am particularly drawn to Acme Corporation because of your commitment to innovation and excellence in surgical care. I am eager to learn from the experienced professionals on your team and contribute my dedication to providing high-quality support in the operating room. I would welcome the opportunity to further discuss how my background, skills, and enthusiasm could be a great fit for your organization. Thank you for considering my application for the No Experience Surgical Technologist position; I look forward to the possibility of discussing my candidacy with you soon.

Sincerely,

Jessica Taylor