

# Jessica Lynn Carter

January 16, 2026

Acme Corporation  
RE: Nurse Manager

Dear Hiring Manager,

I am excited to apply for the Nurse Manager position at Acme Corporation, as advertised on your careers page. With over eight years of nursing experience and a strong background in leadership, I am eager to bring my skills and dedication to your esteemed team. I have always admired Acme Corporation for its commitment to providing high-quality patient care, and I believe that my experience aligns well with your mission to enhance healthcare delivery.

In my previous role as a Charge Nurse at Riverside Medical Center, I successfully led a team of 15 nurses in a high-pressure environment, where I implemented a new triage system that reduced patient wait times by 30%. This initiative not only improved patient satisfaction scores but also enhanced team efficiency by streamlining staff workflows. Additionally, I spearheaded a mentorship program for new nurses, which resulted in a 40% increase in retention rates over two years, demonstrating my commitment to fostering professional growth and a collaborative team culture.

I am particularly drawn to the opportunity at Acme Corporation due to your innovative approach to nursing management and patient care. I am eager to contribute my strategic planning and operational skills to further enhance the quality of care provided to patients. I would welcome the chance to discuss how my background, skills, and enthusiasms align with the goals of your organization.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy in more detail and explore how I can contribute to the success of your nursing team at Acme Corporation.

Sincerely,

Jessica Lynn Carter