

Jessica Thompson

January 16, 2026

Acme Corporation

RE: Promotion Nurse Manager

Dear Hiring Manager,

I am excited to apply for the Promotion Nurse Manager position at Acme Corporation, as advertised on your careers page. With over seven years of progressive nursing experience and a strong background in leadership, I am eager to bring my expertise to your esteemed team and contribute to the exceptional patient care that Acme Corporation is known for.

In my previous role as a Nurse Supervisor at Health Systems Group, I successfully led a team of 20 nurses and support staff, implementing a new patient care protocol that decreased patient wait times by 30% while simultaneously improving patient satisfaction scores by 15% within just six months. I have a proven track record of developing and mentoring staff, exemplified by my initiative to create a professional development program that increased staff retention rates by 25%. Additionally, my role in spearheading a cross-departmental collaboration project resulted in a 40% reduction in medication errors, showcasing my commitment to high standards of care and operational efficiency.

I am particularly drawn to this opportunity at Acme Corporation because of your commitment to innovation in healthcare and your focus on community outreach. I am eager to bring my leadership skills and passion for nursing excellence to your organization. I am confident that my skills and experiences align well with the goals of your team, and I would relish the opportunity to discuss how I can contribute to the ongoing success of Acme Corporation.

Thank you for considering my application. I look forward to the possibility of discussing my candidacy further and am excited about the prospect of joining your team to enhance nursing operations and patient care.

Sincerely,

Jessica Thompson