

Office Nurse Cover Letter

5127 Reichert Common South Treenaside, IL 31855

Dear Robin Morar,

I am excited to be applying for the position of office nurse. Please accept this letter and the attached resume as my interest in this position.

Previously, I was responsible for previous experience handling and processing member and ACHA complaints.

Please consider my qualifications and experience:

- Current CPR and current BLS certification are preferred
- Experience working in a physician office or similar environment strongly preferred
- Comfortable with frequently used business technologies and function easily in a predominantly electronic environment to support the nurse anesthesia program functions
- Commitment to the University's mission and vision the College of Nursing's goals and objectives
- Knowledge of PC & computer applications
- Strong background in leading people influencing change
- Project management experience also desirable
- Previous nursing leadership experience

Thank you for taking your time to review my application.

Sincerely,

Bellamy Kuhlman