**Jordan Elizabeth Hancock**

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February 19, 2018

Brittany Berry

Nurse Manager

Phoebe Putney Memorial Hospital

NICU

Dear Brittany:

I recently came across the position opening for a registered nurse in the NICU department on the Phoebe Careers website. As of August 2018, I will have finished my registered nursing curriculum and will have graduated from Darton College of Health Sciences at Albany State University. My clinical experiences have allowed me to learn more about the aspects of nursing teamwork while developing my nursing skills. I have also had the opportunity to work as a Nurse Extern for the past six months. Working as an extern, I have gained more confidence in my ability to handle situations related to women and children. This also has aided me in improving my patient communication skills. I have been able to experience, hands on, what it takes to be a competent but also compassionate nurse. Through experiences as a nurse extern and through my clinical encounters, I have begun to develop ways to better organize my time and prioritize my assigned duties. I hope to continue to enhance my skills as a nurse working alongside the professionals in the NICU.

As a member of your staff, I will strive to bring the most updated patient care possible while keeping the continuum of patient education at the forefront. I know that the NICU has its moments of sorrow, as does any nursing position. I feel that I can be compassionate but still professional given the opportunity to work for your team.

I appreciate your consideration of my resume. I look forward to being able to meet with you in person to discuss my credentials further.

Sincerely,

Jordan Hancock