



To: Mr. Mark Kline

From: Sample B@ffa.online

Subject: Thank you for your time

Dear Mr. Kline,

Thank you for this opportunity to interview for the Phlebotomy position at St. Luke's. After discussing the values St. Luke's has for their team and patient care, I am immensely interested in the position. I believe that my passion for serving others and providing excellent care aligns perfectly with the standards of this wonderful organization.

With my interest in pursuing a career in the medical field, I am dedicated to providing my patients with the best care possible through my existing and growing knowledge. As we discussed, I hold three important certifications that lend themselves to the success of being a phlebotomist. These include my NHA phlebotomy, 10-Hour OSHA healthcare, and first aid and CPR certifications. My skills of communication, leadership, and safety have derived from different officer positions I have held in my high schools NHS and FFA chapters. I have learned to not only get the job done, but to complete the job with great diligence. These experiences have allowed me to continue successfully in my pursuit of a career in medicine.

Following our discussion, I believe St. Luke's shares many of my personal and professional values. I would love to be a part of this organization and help lead our community to better health. If you have any updates or questions regarding my qualifications, please feel free to contact me at (xxx) xxx-xxxx or myemail@gmail.com. Once again, thank you for your time and consideration of my application. I look forward to hearing from you again.

Sincerely,

Sample B