

SAMPLE STUDENT

Palatine, IL 60067

847-999-1212

sstudent@gmail.com

www.linkedin.com/in/samplestudent

May 20, 20xx

Hiring Manager
ABC Hospital
4200 West Avenue
Chicago, IL 60602

Dear Hiring Manager,

I am applying for the **Radiologic Technologist** position at ABC Hospital that is posted on the ABC Hospital website. My education and clinical rotation experience will allow me to successfully perform the responsibilities required of a Radiologic Technologist at your hospital.

As you can see from my resume, I have recently completed my Associate in Applied Science in Radiologic Technology degree at Harper College. I will take the American Registry of Radiologic Technologists (A.R.R.T) Exam in July 20xx. I have gained a great deal of experience in my coursework and during my supervised clinical rotations. In addition, my qualifications include:

- Experience determining appropriate radiologic techniques
- Ability to position patients appropriately by using immobilization and supportive devices
- Operate radiographic, fluoroscopic, portable, computed radiography and PACS equipment
- Maintain safe patient and work environment by being aware of safety hazards
- Highly organized and can work independently or as part of a team while under pressure
- Excellent verbal, written and interpersonal communication skills

I welcome the opportunity to become part of the ABC Hospital team and contribute to your mission of providing exceptional healthcare to the communities you serve. I look forward to an opportunity to discuss this position with you. Please contact me if I can provide more information about my qualifications or to answer questions. Thank you for your time and consideration.

Sincerely,

Sample Student