
Entry Level Medical Assistant Cover Letter

Example

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Today's Date]

[Employer's Name]

[Medical Facility's Name]

[Medical Facility's Address]

[City, State, ZIP Code]

Dear [Employer's Name],

I am excited to apply for the Medical Assistant position at [Medical Facility's Name]. As a recent graduate of [Your College Name] with a diploma in Medical Assisting, I bring a solid theoretical foundation and a passion for patient care.

While my practical experience is limited, I am eager to apply my theoretical knowledge in a real-world setting. I am proficient in a range of medical procedures, have a strong understanding of medical terminologies, and possess excellent interpersonal skills.

I am eager to contribute my enthusiasm, professionalism, and dedication to patient care to your team and would appreciate the opportunity to further discuss my qualifications.

Sincerely,

[Your Name]