Lisa Pickles Operations Manager

American Healthcare Group 56 Reynolds Road

Binghamton, NY 13901

January 1, 2024

Dear Ms. Pickles:

Please accept my credentials for the Medical Assistant position at American Healthcare Group. I will be completing my Associate Degree in Applied Science at SUNY Broome in May 2024, and am eager to begin my career in healthcare.

I would like to offer my attention to detail, enthusiasm, and reliability to the American Healthcare Group team. Within my degree program, I have completed courses in Medical Terminology, Chemistry, Biology, and Nutrition.

My skills from my time in customer care and food service include problem solving and critical thinking. I have also learned how to remain calm and professional, while handling difficult customers.

I am excited to explore how my skill set can add to a fast-paced, hands-on work environment.

Thank you for your time and consideration. I look forward to hearing from you soon. Sincerely,

Sally Stinger