

123 Main Street
Campbells, KY 12345

November 7, 2012

Dr. Martin C. Lawrence
FAMILY HEALTH CARE
7899 Hawkins St.
Campbells, KY 12345

Dear Dr. Lawrence:

Thank you for the opportunity to interview yesterday for the Medical Assistant position. I enjoyed meeting you and learning more about Family Health Care. You have a fine staff and a sophisticated approach to health care.

Your practice appears to be growing in a direction which parallels my interests and career goals. The interview with you and your staff confirmed my initial positive impressions of Family Health Care, and I want to reiterate my strong interest in working for you. My eight years experience as a Medical Assistant would allow me to become a valuable member of your health care team.

Again, thank you for your consideration. If you need any additional information from me, please feel free to call.

Sincerely,

Karley Jansen