

[Full Name]

[Phone Number] | [Email Address]

[LinkedIn Profile] | [City, State, Zip Code]

[Date]

[Hiring Manager Name]

[Title]

[Organization Name]

[Address]

[City, State, Zip Code]

Dear [Hiring Manager Name/Title],

I am writing to express my strong interest in the [Job Title] position at [Organization Name]. As a Registered Nurse with [Number] years of experience in acute care settings, including [Specific Unit, e.g., ICU/ER], I am eager to pivot my clinical expertise into Health Informatics to enhance patient outcomes and operational efficiency through data-driven solutions.

Throughout my bedside career, I have frequently served as a [Super User/Subject Matter Expert] during [Specific EHR System] implementations. My firsthand experience managing complex patient data in high-pressure environments has provided me with a deep understanding of clinical workflows and the critical intersection between technology and frontline care. I have successfully [mention a brief achievement, e.g., streamlined a documentation protocol or participated in a clinical informatics committee].

My transition is backed by [mention relevant certification or degree, e.g., a Master's in Health Informatics or a Graduate Certificate]. I possess a strong foundation in [list 2-3 technical skills, e.g., data analysis, clinical decision support systems, or interoperability standards]. I am particularly drawn to [Organization Name] because of your commitment to [mention a specific company goal or project].

I am confident that my clinical background and technical aptitude make me a unique asset to your informatics team. Thank you for your time and consideration. I look forward to the possibility of discussing how my skills align with the needs of [Organization Name].

Sincerely,

[Your Signature (if sending by mail)]

[Your Printed Name]