

[Your Full Name]

[Address, City, State, Zip Code]

[Phone Number] | [Email Address]

[LinkedIn Profile URL]

[Date]

[Hiring Manager Name]

[Title]

[Organization Name]

[Organization Address]

RE: [Job Title / Requisition Number]

Dear [Hiring Manager Name],

I am writing to express my strong interest in the [Position Title] role at [Organization Name]. As a Registered Nurse with [Number] years of clinical experience in [Specialty Area], I am eager to transition into health informatics to leverage my frontline clinical insights toward optimizing electronic health records and improving data-driven patient outcomes.

Throughout my nursing career at [Current/Former Hospital], I have consistently identified opportunities for workflow improvements within our [EHR System Name, e.g., Epic/Cerner] environment. I recently [mention a specific achievement, e.g., served as a Super User during a system upgrade / participated in a clinical documentation committee], where I bridged the gap between technical requirements and clinical necessity. This experience solidified my ability to translate complex clinical workflows into functional technical specifications.

My background has equipped me with a deep understanding of [mention relevant skills, e.g., clinical terminology, data integrity, and HIPAA compliance]. Furthermore, my recent [mention relevant education, e.g., Graduate Certificate in Health Informatics / HIMSS certification] has provided me with the analytical framework to support [specific company goal, e.g., clinical decision support or interoperability initiatives].

I am confident that my unique combination of clinical expertise and technical aptitude makes me a valuable asset to your informatics team. I look forward to the possibility of discussing how my skills can contribute to the continued success of [Organization Name].

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]