

[Your Name]  
[Phone Number]  
[Email Address]  
[LinkedIn Profile URL]  
[City, State, Zip Code]

[Date]

[Hiring Manager Name]  
[Title]  
[Organization Name]  
[Organization Address]

**RE: [Job Title / Position Reference Number]**

Dear [Hiring Manager Name],

I am writing to express my strong interest in the [Informatics Specialist/Clinical Informatics] position at [Organization Name]. With [Number] years of experience as a Critical Care Registered Nurse in high-acuity settings, I am eager to transition my clinical expertise and passion for health technology into a dedicated informatics role.

Throughout my tenure in the Intensive Care Unit, I have developed a deep understanding of how Electronic Health Records (EHR) and clinical decision support tools directly impact patient safety and provider efficiency. In my recent role at [Current Hospital], I served as a [Super User/Informatics Liaison], where I facilitated the implementation of [Specific Software/System Name] and mentored staff on optimizing documentation workflows. My background in critical care has honed my ability to analyze complex data sets and troubleshoot technical issues under pressure—skills that are essential for bridging the gap between clinical requirements and IT solutions.

I am particularly drawn to [Organization Name] because of your commitment to [mention a specific company project or value, e.g., data-driven patient outcomes]. I am confident that my clinical perspective, combined with my proficiency in [mention relevant skills: SQL, Excel, Epic/Cerner optimization, or Project Management], will allow me to contribute effectively to your informatics team.

Thank you for your time and consideration. I look forward to the possibility of discussing how my clinical background and technical aptitude can support the digital transformation goals of [Organization Name].

Sincerely,

[Your Signature]

[Your Printed Name]