

[Your Full Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]

[Date]

[Hiring Manager Name]
[Facility Name]
[Facility Address]
[City, State, Zip Code]

Dear *[Mr./Ms./Mx. Last Name]*,

I am writing to express my enthusiastic interest in the Occupational Therapy Assistant position at *[Facility Name]*, as advertised on *[Platform Name]*. As a recent graduate of *[ACOTE Accredited Program Name]* and a newly certified COTA/L, I am eager to apply my clinical training to support the residents of your assisted living community in maintaining their independence and quality of life.

During my Level II Fieldwork at *[Clinical Site Name]*, I gained hands-on experience working with the geriatric population, focusing on Activities of Daily Living (ADLs), fall prevention strategies, and cognitive interventions. I successfully implemented personalized treatment plans for residents with various diagnoses, including *[Diagnosis 1, e.g., Dementia]* and *[Diagnosis 2, e.g., Post-Surgical Hip Replacement]*. My approach prioritizes patient-centered care and the use of adaptive equipment to empower residents within their living environment.

I am particularly drawn to *[Facility Name]* because of your reputation for *[Specific Program or Value mentioned on their website]*. I am confident that my strong communication skills, patience, and dedication to therapeutic excellence will make me a valuable addition to your multidisciplinary team. I look forward to the opportunity to contribute to the well-being of your residents while growing professionally within your facility.

Thank you for your time and consideration. I look forward to the possibility of discussing how my background and skills can benefit *[Facility Name]*.

Sincerely,

[Your Signature (if sending by mail)]
[Your Printed Name]