

[Your Full Name]

[Street Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Hiring Manager Name]

[Facility Name]

[Department of Rehabilitation/Occupational Therapy]

[Facility Address]

Dear [Hiring Manager Name],

I am writing to express my interest in the Occupational Therapy Assistant position at [Facility Name], as advertised on [Platform]. As a Certified Occupational Therapy Assistant (COTA) with a strong background in physical dysfunction, I am eager to apply my clinical skills to help patients improve their functional independence and quality of life within your facility.

During my experience at [Previous Employer/Fieldwork Site], I specialized in treating adult populations with a variety of physical impairments, including [Specific Conditions, e.g., orthopedic injuries, neurological disorders, or post-surgical recovery]. I am proficient in implementing treatment plans focused on ADL retraining, therapeutic exercise, and the use of adaptive equipment. I take pride in my ability to accurately document patient progress and collaborate effectively with Occupational Therapists to adjust interventions based on patient response.

My clinical approach is centered on evidence-based practice and patient-centered care. I am particularly drawn to [Facility Name] because of your reputation for [Specific Reputation, e.g., innovative rehabilitative technology or multidisciplinary team approach]. I am confident that my technical skills in [Specific Skill, e.g., splinting or manual therapy] and my commitment to patient advocacy make me a strong candidate for your therapy team.

Thank you for your time and consideration. I look forward to the possibility of discussing how my background in physical dysfunction rehabilitation can contribute to the success of your rehabilitation department.

Sincerely,

[Your Signature]

[Your Printed Name], COTA/L