

[Your Full Name]

[Street Address] | [City, State, Zip Code]
[Phone Number] | [Email Address] | [LinkedIn Profile URL]

[Date]

[Hiring Manager Name]
[Title, e.g., Pharmacy Director or Lead Pharmacist]
[Healthcare Facility/Organization Name]
[Department Name, e.g., Department of Pharmacy Services]
[Address]
[City, State, Zip Code]

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

I am writing to formally express my interest in the Clinical Pharmacy Technician position at [Organization Name], as advertised on [Platform]. With a strong background in [Number] years of pharmacy operations, medication therapy management support, and a commitment to patient safety, I am eager to contribute to your clinical team.

Currently, as a [Current/Most Recent Title] at [Current Employer], I specialize in [List Key Skills, e.g., sterile compounding, medication reconciliation, or insurance prior authorizations]. During my tenure, I successfully [Describe a key achievement, e.g., reduced medication dispensing errors by X% or optimized inventory management systems]. I am well-versed in [List Software, e.g., Epic, Willow, or Pyxis] and maintain a strict adherence to USP <797> and <800> standards.

Your facility's reputation for [Mention a specific strength of the employer, e.g., innovative patient care or oncology excellence] aligns with my professional goal of providing high-level clinical support to pharmacists and providers. I am a detail-oriented professional with a [Certification Name, e.g., PTCB or CPhT] certification, dedicated to improving health outcomes through precision and collaborative communication.

I would welcome the opportunity to discuss how my clinical experience and technical skills can benefit the pharmacy department at [Organization Name]. Thank you for your time and consideration of my application.

Sincerely,

[Signature for hard copy]

[Your Typed Full Name]