

[Your Full Name]

[Street Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Hiring Manager Name]

[Pharmacy Director or Title]

[Hospital Name]

[Department of Pharmacy Services]

[Hospital Address]

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

I am writing to express my interest in the [Job Title, e.g., Certified Pharmacy Technician] position at [Hospital Name] as advertised on [Platform where you found the job]. With my background in [Number] years of pharmacy operations and my [CPhT/State] certification, I am eager to contribute to your clinical team's reputation for excellence in patient care.

In my previous role at [Current/Previous Employer], I developed a strong foundation in hospital pharmacy protocols, including [mention specific skills like IV Admixture, USP 797/800 compliance, or automated dispensing systems like Pyxis/Omnice]. I am adept at accurately processing medication orders, managing inventory in high-volume environments, and collaborating with nursing staff to ensure timely delivery of acute care medications.

[Hospital Name]'s commitment to [mention a specific hospital value or specialized department, e.g., oncology or pediatric care] aligns with my professional goal of providing meticulous pharmaceutical support. I am highly detail-oriented and committed to maintaining the highest standards of safety and regulatory compliance within the pharmacy.

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my technical skills and dedication to pharmacy services can benefit the healthcare team at [Hospital Name].

Sincerely,

[Your Signature (if sending by mail)]

[Your Typed Name]