

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

[Date]

[Hiring Manager Name]  
[Title, e.g., Pharmacy Director]  
[Hospital or Institution Name]  
[Department of Pharmacy Services]  
[City, State, Zip Code]

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

I am writing to express my strong interest in the Institutional Pharmacy Technician position at [Institution Name], as advertised on [Platform/Website]. With my background in [Number] years of pharmacy operations and my [CPhT/State] certification, I am eager to contribute to the high standard of clinical care provided by your pharmacy department.

During my tenure at [Previous Institution/Company], I developed specialized expertise in sterile and non-sterile compounding, automated dispensing cabinet (ADC) management, and rigorous inventory control. I am deeply familiar with USP <797> and <800> compliance standards, ensuring the safety and accuracy of intravenous medications and hazardous drug handling. My experience working within a multidisciplinary team has honed my ability to communicate effectively with nursing and medical staff to ensure timely medication delivery and patient safety.

I am particularly drawn to [Institution Name] because of your reputation for [mention a specific hospital initiative, e.g., innovative oncology care or commitment to underserved populations]. I am confident that my technical proficiency with [Specific Software/Hardware, e.g., Epic/Pyxis/Omnice] and my commitment to pharmaceutical accuracy make me an ideal candidate for your team.

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my skills in institutional pharmacy can support the mission of [Institution Name].

Sincerely,

**[Your Name]**