

Jane Doe

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jane.doe@email.com

Date: [Insert Date]

[Recipient's Name]

[Company/Organization Name]

[Company Address]

[City, State, Zip]

Dear [Recipient's Name],

I am writing to express my interest in the internship position in respiratory therapy at [Company/Organization Name], as advertised on [where you found the listing]. I am currently pursuing a degree in Respiratory Therapy at [Your University/College], and I am eager to gain practical experience in a clinical setting.

Through my academic training, I have developed a solid foundation in respiratory care, including knowledge of patient assessment, treatment procedures, and the use of medical equipment. I am particularly drawn to [specific aspect of the company or program that interests you], and I believe that an internship with your team would provide me with valuable hands-on experience.

I am a dedicated and compassionate individual, committed to improving patient outcomes. I am eager to collaborate with your team and contribute to the care of patients while further developing my skills in respiratory therapy. I would appreciate the opportunity to discuss how I can contribute to [Company/Organization Name] and learn from your esteemed professionals.

Thank you for considering my application. I look forward to the possibility of discussing this internship with you. Please find my resume attached for your review.

Sincerely,

Jane Doe