

SUKI KIM

Brookfield, WI 53013 | (555)555-5555 | suki.kim@monster.com

Oct 14, 2026

Dear Hiring Manager,

I am writing to express my interest in the Medical Scribe position at Healthcare Solutions Inc. As a recent graduate with a Bachelor of Science in Biology, I am eager to contribute my skills and knowledge to your esteemed organization, which is known for its commitment to enhancing patient care through innovative healthcare solutions.

During my internship, I gained valuable experience in patient care and medical documentation, honing my proficiency in medical terminology and electronic health record systems. My attention to detail and strong organizational skills enable me to maintain accuracy while documenting patient encounters and managing communication within clinical settings. I understand the importance of effective collaboration among healthcare professionals, as well as the need for maintaining confidentiality and compliance with healthcare regulations.

I approach challenges with empathy and adaptability, essential traits that align with your company's mission of providing high-quality, patient-centered care. My ability to work efficiently within fast-paced environments is complemented by my commitment to continuous learning in evolving medical technologies.

I am particularly drawn to Healthcare Solutions Inc.'s values of integrity, compassion, and excellence. I believe that these principles resonate deeply with my personal ethos as well as my professional aspirations.

Thank you for considering my application. I look forward to the opportunity to discuss how I can support your team in delivering exceptional patient care at Healthcare Solutions Inc.

Sincerely,
Suki Kim