

# Cover Letter

Date: \_\_\_\_\_

To,

[ATTN] \_\_\_\_\_

[ADDRESS] \_\_\_\_\_

[POSTAL CODE] \_\_\_\_\_

[COUNTRY] \_\_\_\_\_

**Subject:** Medical Doctor Application Cover Letter

To Whom It May Concern / Dear Mr., Mrs.,

I am writing to apply for your Medical Doctor position at [Medical Clinic Name]. I am a doctor with [years/time of experience]. In my current position as a Medical Doctor with the [Family Medical Associates Name] I see numerous patients each day assess symptoms provide diagnoses and treatment options based on my conclusions. I am an astute observer with exemplary diagnostic skills.

My energetic but calming demeanor puts my patients at ease. I am a strong communicator and believe in providing patients with information regarding their health as well as allowing them time to ask questions. I have received praise from both patients and administrators on my approachable nature and genuine concern. I enjoy collaboration and have no problem with asking for assistance or referring patients for a second opinion when needed.

I am confident you'll find I possess the skills dedication and personal characteristics to make a positive contribution to the staff as a Medical Doctor with [Medical Clinic Name].

Please contact me at a time that is convenient for you to further discuss my qualifications and what I have to offer. I will be available on phone: \_\_\_\_\_ and email: \_\_\_\_\_ in case of any query.

Thank you so much for your consideration and I look forward to speaking with you. Looking forward to your reply,

Yours sincerely,

[NAME] \_\_\_\_\_

[Signature] \_\_\_\_\_

[Formal Name + Title] \_\_\_\_\_