

Benjamin Franklin  
121 Famous Leaders Street  
San Francisco, CA 94143

June 17, 0000

Dag Hammarskjöld  
San Francisco General Hospital  
14 Rights Advocate Avenue  
San Francisco, CA 94143

Dear Hammarskjöld:

Thank you for scheduling and guiding me through my interviews for the Physical Therapist vacancy. Meeting with the medical team and the administrative staff helped me to understand the common vision for this newly created position, and share my training and background with each staff member.

I also want to take a moment to tell you how much I appreciated your candor, as a physical therapist yourself, about what would be required of the successful candidate within the first sixth months. I agree that the clinical and program management responsibilities will not be easy to balance. Yet the positive attitude of every staff member, dedication to the patients and ideas to train and support your new hire reminds me of the environments that shaped my most successful and wonderful clinical experiences.

The chance to work in an institution committed to offering multicultural/lingual-focused care to an underserved community is the reason I pursued an advanced degree in physical therapy. As we discussed, it is also the backbone of my volunteer and professional experience in the bay area. I believe in the mission, work and approach of the San Francisco General Hospital, and know that my skills, training and continued desire work on the 'front lines' can help me step into the role and responsibilities quickly and smoothly.

I will look to hear from you soon. Regardless of the outcome, I wish you well in your search. The person you hire will have a wonderful opportunity ahead of them.

Be well,

Abraham Lincoln