

Frederic Chopin
121 Famous Composer's Street
San Francisco, CA 94143

June 17, 0000

Franz Lizst
San Francisco Department of Public health
111 Song Street
San Francisco, CA 94444

Dear Mr. Lizst:

Please consider the enclosed material an application for the Nurse Practitioner [Public Health Programs/Primary Care] vacancy. My academic background as an Advance Practice Nurse with a public health focus on HIV/AIDS issues, fourteen years as a registered nurse, and demonstrated leadership working with the homeless and HIV/AIDS populations have prepared me to contribute to the mission of the San Francisco Department of Public Health. I would welcome the opportunity to work with underserved communities.

Presently, I am pursuing a MSN as an Adult Nurse Practitioner with an HIV-AIDS focus at UCSF. During my XXX+ hours of clinical residency work, I have designed educational outreach programs addressing sexuality, STIs, living with HIV/AIDS, substance abuse, and mental health issues. Much of my RN experience involved working with homeless/vulnerable populations, including migrant farm workers, LGBTQ clients who are victims/survivors of hate crimes, domestic violence, sexual assault, and police misconduct, and hospice patients. I have used my Spanish language skills in a medical capacity both as a translator and interpreter.

In all of my academic and professional endeavors, my greatest joy derives from collaborating with physicians, social workers, community activists, administrators and family members, to offer caring, comprehensive services to underserved clients. In my conversations with current staff at SFDPH, it is clear to me that this position is another opportunity to do just that.

My resume is enclosed for your review. I will contact you the week of May 1st to ensure that this information has reached you, but please feel free to contact me at 415.333.4444. Thank you for your kind consideration, and I look forward to speaking with you in the near future.

Appreciatively Yours,

Frederic Chopin