

Cover Letter

1/22/2024

Katelyn Elmlinger
4751 Dogtown Rd.
Monroeville, Ohio 44847

Fisher Titus Medical Center
Nurse Coordinator
Nurse Residency Program
272 Benedict Avenue
Norwalk, Ohio 44857

Dear Nurse Coordinator,

I plan to graduate from Firelands Regional Medical Center School of Nursing on May 3, 2024, and I am seeking to apply to your Nurse Residency Program. I plan to take the licensure examination for registered nursing in June of 2024. I am applying to your hospital to expand my knowledge and clinical judgment in the nursing profession.

I have experience in many clinical fields from my nursing school experience. I am inspired by your mission statement to provide the highest level of compassionate and convenient care to all patients in need. I am enthused to work at your hospital in a smaller community and use my skills to provide the best qualified care. I have an interest in applying myself every day to be the best registered nurse that I can be.

I am looking forward to hearing from you with hopes of working at your hospital. I can be reached at 567-228-9993 and 4751 Dogtown Rd. Monroeville, Ohio 44847. My resume is enclosed.

Yours sincerely,

Katelyn R. Elmlinger

Katelyn Elmlinger

4751 Dogtown Rd. Monroeville, OH 44847
567-228-9993

1/2024

kelmlinger56@gmail.com

Career Objective

A position as a staffed registered nurse at Fisher Titus.

General Qualifications

CPR Certified

Team Leading Management

Experience in Venipuncture and IV therapy

Education

5/2024

Diploma, Firelands Regional Medical Center School of Nursing, Sandusky, Ohio

(Expected date of graduation: May 3, 2024)

4/2024

Associate of Science Degree, BGSU Firelands College, Huron, Ohio

(Expected date of graduation: April 27, 2024)

6/2021

Diploma, Monroeville High School, Monroeville, Ohio

Experience

10/2020 – 04/2022

Coffee Shop Employee, Sheri's Coffeeshop, Norwalk, Ohio

03/2019 – 09/2020

Ice Cream Server, Twist & Shout, Monroeville, Ohio

Honors

12/2023

Financial Committee Scholarship, Sandusky, Ohio

7/2023

Dr. & Mrs. Kyung H. Kim Memorial Scholarship, Sandusky, Ohio

Student Memberships

8/2022 – Present

Senior Mentor at Firelands Regional Medical Center School of Nursing, Sandusky, Ohio

1/2024

Letter of Resignation

1/22/2024

Katelyn Elmlinger
Registered Nurse
4751 Dogtown Rd.
Monroeville, Ohio 44847

Fisher Titus Medical Center
Nurse Coordinator
272 Benedict Avenue
Norwalk, Ohio 44857

Dear Nurse Coordinator,

It is with great sympathy that I must submit my resignation from Fisher Titus Medical Center. Currently, I am leaving due to finding another position that works better for my family and me. I have been employed at Fisher Titus Medical Center since June of 2024. I have enjoyed my association with this hospital, including the staff members and all patients who were in my care.

Sincerely,

Katelyn R. Elmlinger

1/2024