

Madison Wright

5625 McCartney Road, Sandusky, Ohio, 44870
567-219-1155
23maddiewright@gmail.com

Career Objective

A position as a registered nurse in an Emergency Department.

General Qualifications

CPR BLS Certified
Hearing & Vision Certification
Stop the Bleed Certification

Education

5/2026 Diploma, Firelands Regional Medical Center
School of Nursing, Sandusky, Ohio
(Expected date of graduation: May 1, 2026)

5/2026 Associate of Technical Study Degree,
BGSU Firelands College, Huron, Ohio
(Expected date of graduation: (May 1, 2026)

5/2023 Diploma, Sandusky Central Catholic School, Sandusky, Ohio

5/2023 Certificate of State Tested Nursing Assistant
EHOVE Career Center, Milan, Ohio

Experience

9/2022-Present Waitress, Sandusky Bay Pancake House,
Sandusky Bay Pancake House, Sandusky, Ohio, 44870

Honors

1/2025 Firelands Academic Scholarship,
Firelands Regional Medical Center
School of Nursing, Sandusky, Ohio

1/2025 Forty & Eight Nurses Training Scholarship
Forty & Eight, Voiture Nationale,
1635 Hawthorne Dr. Plainfield,

8/2025 Firelands Academic Scholarship,
Firelands Regional Medical Center
School of Nursing, Sandusky, Ohio

1/2026 Adelaide Walker Memorial Scholarship,
Firelands Regional Medical Center,
School of Nursing, Sandusky, Ohio

Student Memberships

8/2024 – 5/2025 Student Senate Representative, Junior Class,
Firelands Regional Medical Center School of Nursing

8/2024-Present Student Representative, Curriculum Committee, Firelands
Regional Medical Center School of Nursing

8/2024-Present

Student Senate Representative, Senior Class, Firelands
Regional Medical Center School of Nursing

Date _____

COVER LETTER

Date

Madison Wright
5625 McCartney Rd,
Sandusky, Ohio, 44870

Name of other party
Title
Institution
Number, Street or P. O. Box
City, State, Zip

Dear Title or Name: _____

I will be graduating with my nursing degree on **May 1st**, and I am looking for employment following that date. I plan to sit for my licensure examination shortly following graduation on _____. I am eager to begin my professional nursing career in a setting where I can continue to grow, learn, gain experience, and provide high-quality patient care.

Throughout my nursing education experience, I have developed a well-rounded foundation in patient-centered care, time prioritization, clinical skills, and teamwork. I am applying to your hospital because I feel as if your values and opportunities match my attributes and goals. I prefer to work in a fast-paced setting, especially an Emergency Department. My clinical experience as a student has given me the skills to remain calm in stressful situations, communicate effectively with patients and interdisciplinary teams, and give compassionate and safe care to all my patients. Working in a setting such as an Emergency Department will fit the skills I have developed over the course of my education.

I am enthusiastic about the opportunity to bring my dedication and strong work ethic as a nurse to your team. I look forward to hearing from you and can be reached at 567-219-1155 or 23maddiewright@gmail.com. My resume is enclosed. Thank you for your time and consideration.

Sincerely,
Madison M Wright

Encl.

LETTER OF RESIGNATION

Date

Madison Wright
Position, Title
5625 McCartney Rd
Sandusky, Ohio, 44870

Name of other party
Title
Institution
Number, Street or P. O. Box
City, State, Zip

Dear Title or Name:

Please accept this letter as my formal resignation from _____, effective _____ (last working day).

I am incredibly thankful for the opportunities, support, and education your organization has provided me with over the course of my employment. I have valued my time here as an employee here since _____, and I plan on making this transition smooth with my remaining time here, and I am happy to assist with training during this time. Thank you again for allowing me the opportunity to have been a part of your team.

Sincerely,
Madison M Wright

ASSIGNMENT:

Objective: Create a letter of application (cover letter), resignation, and resume for a position as a staff nurse.

Create a personalized resume, cover letter and letter of resignation. You may utilize Artificial Intelligence for this assignment, however make sure to check your document for accuracy prior to submitting. The three assigned documents are due in the Z- Ch. 4 Edvance360 dropbox on 1/26/2026 at 0800 (1.5H)

The examples you have been given are meant to be examples only. In order to receive credit for the entire 1.5H you will need to develop your own verbiage, etc. for the assignment.

01/2026

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