**Kholisa Munsaka**

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Dear Hiring Manager,

Please accept this letter as an expression of interest in the role of **Healthcare Support Worker** within your organization. As a highly qualified, teachable, and motivated healthcare professional who takes instruction very well, I bring to the table over 13 years of experience working in primary care settings and believe I am well suited to competently execute this role.

I possess exceptional primary care, case management, and medication management skills for patients from birth through to geriatric and am well able to effectively undertake varied roles that are key in the accurate execution of day-to-day patient management within the healthcare sector. One of my greatest strengths as a care assistant is my ability to provide compassionate, tailor-made care to my patients, paying attention to their needs, and quickly responding to any changes in their condition. I am also patient and understanding, taking the time to get to know my patients on a personal level so as to provide them with the best possible care.

In my current role as Care Assistant, I have taken care to understand and adhere to NMC and the company’s codes of conduct and policies, and consistently strive to use these policies in making a difference to every patient I care for, aiming to deliver thoughtful, dignified and individualised nursing care to them. Additionally, I am a natural leader and team player who works well under pressure and is able to prioritize tasks when required.

Some of the skills that I have, over the years, gained include;

* Promoting continuity of care by accurately sharing patient information with physicians and registered nurses on a patient’s condition, behavior, activities, and responses.
* Adopting safe working habits following health and safety guidelines.
* Executing healthcare tasks which include patient bed making, effecting bed baths for bedridden patients, aiding mobile but weak patients with bathing and grooming, and feeding patients who need assistance.
* Maintaining accurate records of patient care, condition, progress, and concerns in addition to observing and documenting patient status.
* Ensuring that the privacy, dignity, and safety of patients are maintained at all times.
* Administering prescribed oral medications and injections, under the written direction of the physician.

The idea of being part of your organisation excites me. I am eager to learn more about this position as well as your expectations as an organization. Please see the attached resume for a broader view of my capabilities. I hope to be afforded an opportunity to interact with you in person, discuss my objectives, and demonstrate my abilities. Thank you for your time and consideration.

Sincerely,

**Kholisa Munsaka**

*Enclosure: Resume*