

(First and last name)



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Application as a nurse

(please state exact job title)

with the request via mediation by

INNO CONSULTING

Short profile:

(Street + House Number) (Postal Code + City) (Country)

Telephone: (.....)

Mobile: (.....)

WhatsApp: (.....)

Email: (.....)

Attachments:

Cover letter, CV, school certificates, training certificates, employer references, and diplomas. Applicants from abroad should attach their German language certificate (B2 level).



Maxi Mustermann, title

Street and number

Postcode and city

Country

Mobile:

WhatsApp:

E-mail:

INNO CONSULTING

Alexander C. Barth, Employment agent

Breiter Weg 26

06295 Lutherstadt Eisleben (SA)

Germany

Email: inno-consulting@gmx.de

Place + Date

Application as a nurse (or state specialist nurse title)

Dear Mr. Barth,

You're looking for a "reliable nurse with a heart." This phrase in your job posting immediately appealed to me. Because my seven years of professional experience as a nurse at the St. Muster Hospital in Musterbach, where I still work today, makes me the right candidate.

Even in stressful situations, I work diligently and with focus. For example, even with a tight schedule, I manage to maintain proper hygiene when setting up IV drips, as well as calm anxious patients and address their individual needs. Furthermore, I work conscientiously and am team-oriented – this is evident in my nursing documentation and organization, where I always plan ahead to ensure smooth processes.

Since I'm also particularly interested in the latest developments in medical treatment methods, I naturally also became aware of the new Muster method, which you are currently one of the first clinics in Germany to use to treat heart disease. I see experiencing the developments in this exciting field firsthand at your facility as an opportunity to further improve my career.



I can start work at the advertised position from XX.XX.XXXX, subject to the notice period. I look forward to meeting you personally and remain

Best regards,

(Signature)

Max Mustermann



CV of (first and last name)

Personal Data

First name Last Name :

Address :

Telephone number :

WhatsApp number :

E-mail address :

Date / place of birth :

Marital status :

Nationality :

School education

0000 to 0000 :

0000 to 0000 :

Diploma :



Vocational training

0000 to 0000 :

Professional Activities

0000 to 0000 :

0000 to 0000 :

Profile, knowledge and qualifications

Languages :

Language tests :

Stays abroad :

Software knowledge :

Other skills :

Driving license classes :

Further training :

Further knowledge :

Hobbies :



(Place and date)

(Signature)

NOTE:

All personal information must be included in your resume. Tasks and spaces must be filled out correctly in a tabular resume.