**Thank you letter and also an opportunity for employment**

Your Name (First M. Last)

School or Institution Name (University at Place or Town, State)

**Thank you letter and also an opportunity for employment**

Marsha Sinanan-Vasishta

MBA, MSN, RN, NEA-BC, CPXP

Director of Nursing

NYP Allen Hospital

Daniel and Jane Och spine hospital

Dear Ms. Vashsita,

 I am writing this letter to thank you wholeheartedly for allowing me to interview you, despite your busy schedule due to your position of director of nursing in the Hospital. It was a great experience to meet you at your hospital.

 Initially, I was really nervous to conduct this interview with you. Considering your position, knowledge, and load of responsibilities. But you have been really kind, frank and motivating throughout. Your frank nature allowed me to ask you all the questions that I had in my mind regarding your leadership role. You were really open and frank in answering all my question thoroughly. It encouraged me further to explore your ideas and ideology regarding leadership.

 Your journey from the floor nurse to the director of nurses really inspired me to strive harder to achieve bigger goals. I really like your ideology regarding bringing change for a higher cause and I agree that persona has to become that change that she wants to see happening. You definitely molded yourself well into the change strong person who can lead a team of 40 nurses. I have similar beliefs regarding the patient care that it should always the priority of a nurse to make the patient-experience a priority in her career to facilitating the patient. You started to discuss this idea when it was not open for discussion in the hospitals. You always had a strong leader in you who enabled you to strive harder for change.

 I learned about the importance of conflict management from you in our meeting. I never imagined that nursing leadership can be this tough. I will like to be at the position where you are at and make a change in the lives of the people around me. Hearing about the importance of good communication in leadership made me realize about my shortcomings in communication. I plan to apply your tips to make my communication skills better. You have inspired me to get further education in the field as it is essential for a nurse to stay updated with the changing nursing trends and skillset.

 The environment of your hospital and the quality standards were well maintained. Your staff has been really kind and cooperative. They guided me all the way to your room. After seeing the kind, warm atmospheres in the nursing department and high working ethics and morals I will be part of the nursing department in the NYP Allen Hospital. My preceptor Erica Hennery who is an RN nurse practitioner in your department also told me about her experience in the hospital under your leadership. I was with Erica during preceptorship during clinical sessions. After hearing about her brilliant experience, I also want to apply to your hospital in the future. The value system that your hospital implements in medical and nursing practices is really inspiring. I myself consider nursing not just a career but a profession that gives us a chance to create positive change in the lives of ill, who have a hard time dealing with their diseases. You can ask Erika about my nursing skills, I am really passionate about my profession and increasing my skill set.

 Again, thank you for giving me this opportunity to interview and gain so much knowledge and motivation you. Your role and contribution to the hospital and your field is exceptional and impressive. I think will be able to prove myself a valuable addition to the nursing department in your hospital.

 I hope to hear from you soon.

Sincerely,

Andy Djan