

# NETWORKING CAM

MEDICAL ASSISTANT

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Morningside Medical Group  
774 Sing Dr. Gettysburg MI 49505  
Emma Linville  
[Emma.Linville@morningsidemedical.com](mailto:Emma.Linville@morningsidemedical.com)

mm-dd-yyyy (date)

Dear Ms. Linville,

I recently had the chance to complete my clinical for medical assistant through Morningside Medical Group. My time with your team was highly valuable and it solidified my desire to work alongside a medical crew. As I look to further my career I am hoping to gain some professional resources and advice. My direct supervisor at Morningside, Timothy Allen, suggested that I reach out to you. Mr. Allen informed me that you had many connections and that you might be able to help me.

Since my time at Morningside I have been able to assist over 1,000 patients by communicating test results, providing medical support and overall physician assistance. I also have extensive experience with MEDITECH software as well as with all Microsoft platforms. I have learned much from your team and am excited to continue this journey as a medical assistant.

I would be very grateful for your assistance in reviewing my enclosed resume-especially as I seek to grow my reference list. Please let me know if you would be willing to write a letter regarding my time with your staff. Also, if you know of anyone looking for a medical assistant or similar position, please pass along their company information. Or if you have any suggestions as to where I should direct my search within the state of Michigan I would appreciate your input and advice.

Thank you for taking the time to read my letter. I will look forward to hearing back from you and discussing my career path and any resources you might have.

Kind Regards,

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