**Optimize your cover letter to get more job interviews**

This free cover letter template will help you write an ATS-friendly cover letter. But how do you know what the hiring manager is looking for? What skills and experience should you include to show you’re the best candidate?

**Jobscan’s** [cover letter checker](https://www.jobscan.co/cover-letter-checker?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link) **helps you optimize your cover letter for each job listing so that your application is more attractive to recruiters and hiring managers.**

An optimized cover letter leads to more responses, more interviews, and more offers for the jobs you *really* want.

*“Honestly, it was like the floodgates opened. Within a week…I was absolutely flooded with contacts and people reaching out.”* [Kelly, South Carolina, Jobscan User](https://www.jobscan.co/blog/kelly-built-a-network-and-landed-a-job-in-a-new-city-using-jobscans-linkedin-optimization?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link)

*”It’s the greatest tool that I have seen when it comes to searching for jobs.”* [Mark Stark, Career Success Coach](https://www.jobscan.co/blog/why-this-career-coach-uses-jobscan?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link)

*“We’re seeing easily 30% or more increase in calls from recruiters when our students use Jobscan to tailor their resumes.”* [Jeffrey Stubbs, Director, Baylor University Career Center](https://www.jobscan.co/blog/jobscan-case-study-baylor-university?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link)

It’s frustrating to apply for dozens of jobs and not get any interviews. Use [Jobscan](https://www.jobscan.co/?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link) to optimize your resume, cover letter, and LinkedIn profile.

**90% of Jobscan Premium users landed an interview.**

Jobscan users have been hired by:

Logo

Description automatically generated with medium confidenceLogo

Description automatically generated with medium confidence

Logo

Description automatically generated

**KEITH O’DONNELL,** **CPhT**

*Lowell, MA - (555) 555-1234 - keithodonnell@email.com*

Mr. William Kaufman

Human Resources Manager

Lowell General Hospital

44 Grove Ave.

Lowell, MA 01000

Dear Mr. Kaufman:

As a Certified Pharmacy Technician (CPhT) with Massachusetts licensure, I am writing to express my strong interest in joining your multidisciplinary healthcare team. I have recently moved to Lowell from Boston, and I am actively seeking full-time employment.

My background includes six years of experience working as a pharmacy tech in both retail and hospital formulary settings. Highlights of my credentials include:

* Seven years of pharmacy tech experience.
* Experience in both retail and hospital pharmacy operations.
* Comprehensive knowledge of medical terminology; third-party formularies and plan limitations; apothecary and metric systems of weights and measures; and pharmaceutical calculations.
* A proven track record of commended performance in all pharmacy tech positions held.

In 2020, I accepted a pharmacy tech position with ABC Medical Center, working in its hospital formulary. As in my previous position, I was commended for my accuracy, attention to detail, and high productivity level. I also expanded my knowledge of dosages and indications for a broadened array of medical conditions during my two years with this Level 1 trauma center.

I would welcome the opportunity for an interview, and I will follow up with you in a few days to explore this possibility. In the meantime, I am enclosing my resume for your review, and I hope you will not hesitate to contact me at (555) 555-1234or via email at keithodonnell@email.com to arrange a meeting.

Sincerely,

Keith O’Donnell, CPhT