**[Full Name]**

**[Physical Address]**

**[Telephone Number]**

**[Email Address]**

Application for the position of Veterinary Technician.

Dear **[recipient’s title and last name,]**

I am writing to apply for the position of Veterinary Technician as advertised **[mention where you saw the advertisement.]** My experience as a [Veterinary Technician or relevant field] and ability to **[#1 skill]** and **[#2 skill]** perfectly fit the advertised position's requirements. I am confident that my skill set and industry knowledge will be invaluable to **[name facility or practice]**

I received my **[qualification]** from **[institution and location,]** and have [insert number] of years’ experience as a Veterinary Technician. In my attached resume you will notice that I have **[mention certifications, skills, and competencies**] that answer directly to the requirements of your job posting.

In my **[current or previous role]** at **[facility or practice]**, I **[was/am]** responsible for **[discuss your core responsibilities.]** Most recently, I was **[talk about your major accomplishments.]**

As a Vet Tech, I am impressed with **[mention notable characteristics or milestones you appreciate about the company]** and feel that my experience and commitment to animal care would be of great benefit to your **[facility or practice.]**

Please find my resume attached. Feel free to contact me if you have any further questions you would like to discuss.

Thank you for taking the time to consider my application. I look forward to hearing from you.

Sincerely,

**[Your Name]**