**Medical Assistant Thank You Letter**

Greg Barnes, HR Manager

Seattle Hospital

908 Main Street

Seattle, Washington 98124

 Dear Mr. Barnes,

Thank you for scheduling an interview with me last Thursday, May 5th. At 9:00 AM. I enjoyed discussing the Medical Assistant position open in your hospital and would still like to be considered for the position. After talking with you at the interview, I feel my qualifications are exactly what you are requesting. My customer service skills are excellent for good rapport with the patients, which is a necessary ingredient for a medical assistant.

I look forward to hearing from you on May 15th, as we discussed in my interview. If there are any questions that you have, please call me or send me an email.

Sincerely,

Ashley Keats

Ashley Keats, CMA

(555) 987-1010