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Portsmouth, August 1, 2019

Susan White
Head of Customer Experience
Charter CARE Health Partners
7 Waterman Ave
North Providence, RI 02901

Dear Susan,

As someone who recognizes Charter CARE Health Partners as the premier Health and Human Service Agency in the East Bay, I was thrilled to see an opening for a Medical Receptionist position with your company. With my 6+ years of experience as a receptionist, I am confident in my ability to provide accurate and timely communication to patients and visitors in a courteous and respectful manner for Charter CARE Health Partners.

In the job listing, you state that you're looking for a skilled receptionist to be responsible for warmly greeting clients upon arrival, creating an inviting reception area, and entering data into your record system. In my current position with Lifespan, I ran the front desk of a 10 person primary care office and acted as a liaison between physician and patient walk-ins requiring immediate appointments. I also created an automated system to update how we schedule appointments and transportation for patients. My automation process cut down on missed visits and overbooking by 40%. I'm sure this experience will result in similar results for Charter CARE Health Partners.

I am impressed with the quality of the care you provide your patients and the atmosphere you create in your offices. Being part of your team and continuing to help with this mission would be a dream opportunity for my career development.

Can we schedule a meeting or a call to discuss solutions for optimizing reception processes at Charter CARE Health Partners while retaining your client satisfaction metrics?

Thank you,

Jason V. Cross

401-924-6107

jason.cross@gmail.com

Cover Letter 2025 Login

**Bradley J. Morgan, Joseph M.
Palmisano**

Cover Letter 2025 Login:

Business and Professional Communication Steven A. Beebe, Timothy P. Mottet, Seth S. Frei, 2026-02-03 Business and Professional Communication Principles and Skills for Leadership focuses on the essential concepts and skills of business and professional communication emphasizing leadership in today's global workplace. The Fourth Edition features updated research and pedagogy including insights on modern technologies like AI equipping students to meet the communication and leadership challenges of the modern workplace.

Passion, Paychecks & Purpose MachineL, 2025-08-02 The job market is no longer what it used to be. AI screens resumes, remote work is standard, and employers now prioritize purpose as much as skills. If you're tired of sending applications into the void, feeling stuck in an unfulfilling job, or struggling to pivot into a meaningful career, this book is your roadmap. *Passion, Paychecks & Purpose* is the definitive career guide for 2025, offering a strategic step-by-step system to Identify Your True Calling, Move beyond just a job, and align your work with passion and purpose. Master the Hidden Job Market, Learn where the real opportunities are and how to access them, Craft an AI-Proof Resume, Optimize your application to beat automated screening systems, Network with Confidence, Build authentic professional relationships, even if you're an introvert, Negotiate Like a Pro, Secure not just better pay but the flexibility, benefits, and growth opportunities you deserve. Thrive in the Future of Work. Whether remote, hybrid, freelance, or gig-based, adapt and excel. Bounce Back Stronger. Turn rejection into resilience and maintain momentum in your search. Packed with real-world strategies, insider insights, and actionable exercises, this book cuts through the noise and delivers what actually works in today's job market. Who is this for? Recent graduates entering an uncertain workforce, Mid-career professionals seeking a meaningful change, Job hunters frustrated with automated rejections, Freelancers and gig workers looking to stabilize and grow. Anyone who refuses to settle for a paycheck without purpose. The future of work is here. Will you adapt or get left behind? Copyright MachineL 2025 Available Now.

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personal pitch that will help you develop your self confidence and land dream roles in an increasingly competitive world You don t have to listen to those who say your goals are out of reach Become the leader you want to be **Correcting**

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Dorgan,1993-12 Answers important questions regarding company benefits and employment opportunities and identifies human resource contacts and other corporate officials Covering the south this volume tell job seekers who to contact and how to submit applications Information includes contact data business description application procedures internship availability benefits and more It also features a metropolitan statistical areas table The Digest of English Case Law John Mews,1911

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Times ,1970-09 *The Federal Reporter* ,1978 *Funding Sources for Community and Economic Development* 2001

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