

**Stephen Craig Mitchell**  
Henderson, NV 89074 · Remote  
hello@stephencraigmitchell.com  
stephencraigmitchell.com

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**Hiring Manager**

[COMPANY NAME]

**Re: [ROLE TITLE] Application — Stephen Craig Mitchell**

Dear Hiring Manager,

I am writing to express my strong interest in the [ROLE TITLE] position at [COMPANY NAME]. I am a compassionate caregiver and patient care coordinator with in-home care experience including vital-sign monitoring, mobility assistance, meal preparation, transportation coordination, and clear documentation for families and healthcare providers.

During my time with At Home Caregivers I supported clients requiring dependable personal care, maintained detailed care logs, coordinated with families and case managers, and ensured a safe, supportive environment. I have maintained CPR / First Aid / AED certification continuously and understand that trust, punctuality, and clear communication are the most important tools in this work.

In the first 90 days I would learn each client's care plan and preferences thoroughly, build rapport with clients and families within 60 days, and by day 90 become a reliable, go-to caregiver who improves continuity of care and family confidence.

I am based in Henderson, NV, available immediately, and can serve clients in the Las Vegas/Henderson area or relocate for the right opportunity. I would welcome the opportunity to discuss how my caregiving experience and compassionate approach can support [COMPANY NAME]'s clients.

Respectfully,

**Stephen Craig Mitchell**

*P.S. My CPR/First Aid/AED certification is current through 2027, and I can serve Henderson/Las Vegas clients immediately.*