

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]
[Date]
[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to express my interest in the [Job Title] position at [Company's Name] as advertised on [where you found the job listing]. With my extensive experience in the hospitality industry and a passion for delivering exceptional customer service, I am confident in my ability to contribute positively to your team.

In my previous role at [Previous Company Name], I successfully [mention a relevant achievement or responsibility], which resulted in [quantifiable outcome if possible]. My experience has equipped me with the skills necessary to handle diverse situations, ensuring that all guests have a memorable experience. I pride myself on my ability to [list a couple of relevant skills], which I believe align well with the expectations at [Company's Name].

I am particularly drawn to this role because of [mention something specific about the company or its values that appeals to you]. I admire [Company's Name]'s commitment to [specific value or initiative], and I am eager to be a part of a team that shares my dedication to service excellence.

I look forward to the opportunity to further discuss how my background, skills, and enthusiasms can contribute to the success of [Company's Name]. Thank you for considering my application. I am excited about the possibility of joining your team and am available for an interview at your earliest convenience.

Warm regards,
[Your Name]