

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[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 [specific job title] position at [Company's Name] as advertised [where you found the job listing]. With my extensive background in the hospitality industry and my passion for providing exceptional customer service, I am confident in my ability to contribute positively to your team.

In my previous role at [Previous Employer's Name], I successfully [specific accomplishment or responsibility relevant to the new job], which resulted in [positive outcome]. My experience has equipped me with strong skills in [mention specific skills related to the hospitality job], and I thrive in fast-paced environments where I can demonstrate my ability to adapt and multitask effectively.

I am particularly drawn to [Company's Name] because of [specific reason related to the company or its values], and I am excited about the opportunity to bring my expertise in [specific skills] while further enhancing the customer experience that your establishment is known for. I am looking forward to the possibility of discussing how my experience and skills align with the needs of your team. Thank you for considering my application. I hope to hear from you soon to schedule an interview.

Sincerely,  
[Your Name]