

Job Inquiry for Travel Agent Position

Your Name
Your Address
City, State, Zip Code
Your Email
Your Phone Number
Date

Hiring Manager
Company Name
Company Address
City, State, Zip Code

Dear Hiring Manager,

I am writing to inquire about any potential openings for a Travel Agent position at [Company Name]. With a strong passion for travel and extensive experience in customer service, I believe I would be a great fit for your team.

I have [number of years] years of experience in the travel industry, during which I have developed skills in itinerary planning, customer relationship management, and destination marketing. I am particularly drawn to [specific aspect of the company or its offerings], which I believe aligns with my professional values.

Enclosed is my resume for your review. I would appreciate the opportunity to discuss how my skills and experiences align with the needs of your agency. Thank you for considering my inquiry, and I look forward to the possibility of contributing to your team.

Sincerely,
Your Name