

Cover Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Date]

[Hiring Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the Hospitality Management position at [Company's Name] as advertised on [where you found the job listing]. With a proven track record in managing hospitality operations and enhancing guest experiences, I am excited about the opportunity to contribute to your team.

In my previous role at [Previous Company], I successfully managed a team of [number] staff members and improved overall guest satisfaction scores by [percentage] through effective training and strategic planning. My experience in budgeting, event management, and customer service has equipped me with the skills necessary to thrive in the fast-paced environment of your esteemed establishment.

I am particularly impressed by [Company's Name]'s commitment to [specific value or project of the company], and I am eager to bring my expertise in [relevant skills or experiences] to help further enhance your reputation in the hospitality industry.

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the needs of your team. Please feel free to contact me at [Your Phone Number] or [Your Email] to arrange a meeting.

Sincerely,

[Your Name]