

Application for Hospitality Internship

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Hiring Manager's Name]

[Hotel/Company Name]

[Hotel/Company Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the Hospitality Internship for the Housekeeping Supervisor position at [Hotel/Company Name] as advertised on [where you found the internship posting]. With my passion for the hospitality industry and my strong attention to detail, I am eager to contribute to your team and enhance the guest experience.

I am currently pursuing a degree in Hospitality Management at [Your University] and have completed coursework in hotel operations, guest relations, and housekeeping management. My previous experience working part-time in [Previous Job/Internship] has equipped me with essential skills in maintaining cleanliness standards, managing inventory, and collaborating with team members effectively.

I am particularly drawn to this internship because of [specific reason related to the hotel or position]. I believe that this opportunity will allow me to develop my supervisory skills while providing exceptional service to your valued guests.

I am looking forward to the opportunity to discuss my application further. Thank you for considering my application. I hope to contribute to the outstanding service at [Hotel/Company Name].

Sincerely,

[Your Name]