

Good day,

Dear Sir / Madam,

My name is Ruwan Kumara, and I am an experienced Executive Chief Steward with over [insert years] years in the hospitality industry, including significant leadership roles in luxury hotels and resorts across the Middle East and Asia. I am writing to express my interest in joining your esteemed culinary team and contributing my expertise to your back-of-house operations.

Throughout my career, I have been recognized for my ability to lead large stewarding teams, maintain exceptional hygiene and sanitation standards, and ensure compliance with HACCP and ISO guidelines. I have successfully overseen kitchen logistics, deep cleaning schedules, chemical control, breakage monitoring, and efficient communication between kitchen and service departments.

Key achievements include:

- Successfully led stewarding operations for properties with over 10 F&B outlets
- Implemented hygiene systems that resulted in 100% scores in internal audits
- Trained and developed teams of 30+ staff across multiple kitchens
- Experience managing high-pressure banquet operations for 1000+ pax
- Certified in HACCP Level 3, Food Safety, and Chemical Handling

I am a committed and hands-on professional who takes pride in maintaining a clean, safe, and efficient kitchen environment that supports culinary excellence. If there is a current or upcoming opportunity within your organization, I would be honored to be considered.

I am available for an interview at your earliest convenience and look forward to the opportunity to contribute to your success.

Thank you for your time and consideration.

Warm regards,

Ruwan Kumara

Email: [Insert email]

Phone: [Insert phone]

LinkedIn (if any): [Insert link]