Jason Lindley

7915 NE 20th St

Vancouver, WA, 98664

Zlitchufdux@icloud.com

[Today’s Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to express my interest in the [Position] role at [Company Name]. As a results-driven hospitality professional with management experience and a recent graduate in Web Development from Clark College, I am eager to contribute my skills and dedication to your team.

In my current role as a Manager at 13 Coins in Vancouver, WA, I excel in overseeing daily operations, leading and motivating teams, and optimizing efficiency while ensuring exceptional guest experiences. My commitment to health and safety, combined with proficiency in technology and POS systems, has enabled me to drive success in the hospitality industry.

My recent academic achievements, including a 3.83 GPA, Phi Theta Kappa Honor Society membership, and recognition on the Vice President's List, reflect my commitment to excellence in all endeavors.

In addition to my hospitality background, I hold certifications in HTML/CSS, Python, and Windows Fundamentals. Advanced in UX and UI designing along with Figma and Sketch, and various office suites, further enhances my skill set.

I am excited about the opportunity to contribute to [Company Name]'s success. Please find my resume attached for further details. I look forward to discussing how my skills align with your needs. Feel free to reach me at 360-936-9306 or [zlitchufdux@icloud.com](mailto:zlitchufdux@icloud.com) to schedule a conversation.

Thank you for considering my application. I am eager to join your team and help achieve your goals.

Sincerely,

Jason Lindley