Andrea **Jared**

 Adj0803@gmail.com

May 7, 2021

Dear Sir or Madam,

I am a motivated professional with management proficiency and extensive Management experience. Recently, I learned of your company’s opening for the Hospitality Position, and I was compelled to contact you with my interest. I believe that my professional background and industrialist drive make me an ideal candidate for this opportunity.

As a person who thrives in high-pressure and fast-paced situations, I strive for positive results through the application of my abilities in leadership and Professionality. Additionally, I possess expertise in problem solving and an aptitude for optimizing performance and motivating colleagues. In any position, I can visualize success and identify innovative and effective strategies for achieving my goals.

I have artfully balanced workplace objectives and productive relationships, inspiring strategies and insightful suggestions to achieve a competitive business edge. My communication and decision-making strengths have enabled my professional growth.

I have enclosed my resume for your review. I will try and contact you within the week to discuss the next steps in your hiring process. I appreciate your time and consideration of my candidacy to become part of your team.

Sincerely,  
Andrea Jared