**KRYSTAL M. MASON**

Browne’s Gap

Sargeants Village

Christ Church

Tel: 265-9458

Email:hottafire2@hotmail.com

Dear Sir/Madam,

**Re: Application for the Post of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

This letter serves as formal application for the open position of within your organization.

My career path up to this point has been a progression of experiences that has allowed me to understand where my skills, talents and passions exist. One of my greatest aspirations is to achieve career success in the area of hospitality in an environment that can utilize my skills, and provides an atmosphere that continually fosters professional & personal growth.

My special interest in the field of tourism is an exact match for my skills and my perspective. I am, therefore enthusiastic about working with you at your restaurant and bar, where I would be able to execute my well trained and professional skills and make use of the expertise I have garnered in the field of the office environment. I am delighted to assist and foster the continued development of organization.

I have the ability to maintain your well rounded relationship with your staff and your customers and can work unsupervised and be of assistance to you outside normal shift hours.

I am task oriented, self-motivated, and sociable, fully appreciative of the need for accuracy and confidentiality. I have the respect for my superiors, coworkers and clients along with their opinions and properties. I own strong management skills, with good time management, and the ability to contribute to teamwork even in fast paced environments.

Enclosed is my resume for your review.

Thank you for your time and kind consideration.

Sincerely,

Krystal M. Mason

Applicant

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| |  | | --- | | **KRYSTAL M . MASON** | | **Date of birth : May 26, 1989** | | |  | | --- | | **Contact** | | **Tel : 265-9458**  **e-mail :hottafire2@hotmail.com** | |
| |  | | --- | | **Address** | | Brownes Gap, Sargeants Village, Christ Church | | |
| |  | | --- | | **Profile** | | |  |  | | --- | --- | | **Objective** |  | | **Availability** | At your Organization’s convenience | | | |
| |  | | --- | | **Key Skills** | | **Basic Kitchen Aid, Waitress and House Keeping.** | | |
| |  | | --- | | **Education** | | |  |  | | --- | --- | | **1995 – 2000**  **2000 – 2005**  **2007** | **Vauxhall primary School**  **Springer Memorial School**  **Benskin’s School of Hospitality** | |  | |  | | | |
| |  | | --- | | **Work Experience** | | |  | | --- | | NCO- worked as a tele-collections analyst In this environment I gained team player skills, learned basic computer techniques and dealt with angry customers from around the world with poise and professionalism at all times. I worked flexible hours and gave my best to team members and management. | |  | **fulltime** |   Almond Casurina Hotel-  I worked as a waitress and basic kitchen aid, also house keeping. In this fast paced tourism industry oriented workplace , I've learned to multi-task and to resolve customers’ issues and resolving problems and meet demands and requests promptly.  Chefette Restaurants- Worked as a server and customer service representative In this structured fast-paced fast food environment I've learned key values such as workplace hygiene, positive workethics, and cultivated a goal oriented work attitude. | | |
| |  | | --- | | **Activities and Interests** | | I have the gift of hair styling, I love to read, play netball and interact with people and learn new things. When I am not working hard on a hair creation or reading a good mystery book i devote all my time to the healthy, well-rounded development of my two sons. | | |
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References

Kimberly Yearwood 8418103

Sophana Greenidge 2836777