



# Walter Lloyd

Long Beach, CA 90712 | 555-555-5555 | example@example.com

March 18, 2021

Mable Murphy

Chillis

Long Beach, CA 90812

555-555-5555

example@example.com

Dear Ms. Murphy,

As an experienced Restaurant Manager, the advertisement for Chillis Restaurant sparked my interest. When reviewing the position requirements and your organization's website, I was excited to find that my professional expertise aligns perfectly with the goals of this position in your already popular establishment.

In my roles as restaurant manager, I proved to be an efficient leader, accomplishing department objectives by managing staff, planning and evaluating department activities. Part of my main responsibilities include: the development of personal growth opportunities, ensuring a secure work environment, recruiting and training the staff. I have accomplished the corporate expectations by lowering extra expenses by 45%. In addition, I supervise the cooking personnel, ensuring that all food complies with safety standards, providing a high-quality experience to customers.

My passion about hospitality and comprehensive hands-on experience will make me an excellent addition to your team. The attached resume provides further detail about my qualifications and background.

Please feel free to contact me at your earliest convenience. Thank you for reviewing this letter and accompanying material.

Sincerely,

Walter Lloyd