**Linda Wambui Ngure**

**P.O. BOX 65177**

**Nairobi, KENYA**

**Phone number- 0708 032 359**

**Email:lindangure@gmail.com**

**Food and Beverage Manager**

**Four Points Nairobi**

**10/05/2017**

Dear Sir,

**RE: APPLICATION FOR POSITION OF FOOD AND BEVERAGE SUPERVISOR**

I wish to express my interest for the position mentioned above.

I believe that my credentials and interests match your requirements. I possess great passion, leadership skills and attitude that will make me a very competitive candidate for the position.

I am currently working as a restaurant supervisor at the Node Restaurant, Jacaranda Hotel Nairobi. I have previously interned with Fairmont the Norfolk and Midland Hotel Nakuru. I have also been involved in a number of volunteer programs. These include a 3 month volunteer internship at Imani Children’s home in Kayole, Nairobi, and ushering for the Trade and Development Symposium (TDS) that was running alongside the WTO conference that was held in December 2015.

I have pursued a Bachelor’s degree in Hospitality Management from Strathmore University where I attained second class honors; upper division, (June 2016).

I always strive for continued growth and excellence. I have attached my curriculum vitae which contains more information about my suitability as your candidate. I would greatly appreciate an opportunity to convince you that my services and talents would be a great asset in delivering exceptional service to Four Points Nairobi.

Yours sincerely,

**Linda Ngure**