

HOUSEKEEPING COVER LETTER

(xxx) xxx-xxxx | your.name@gmail.com | 142 Your Address Blvd, City Name, CA xxxxx

Oct 30, 2018

Hiring Manager's Name

341 Company Address

Palo Alto, California 94301

(xxx) xxx-xxxx

hiring.manager@gmail.com

Dear Mr./Mrs./Ms. [Manager's Name],

I'm writing to you in reference to the recent job opening for Housekeeping Manager on your website.

I'm a methodical and friendly professional with years of experience in the housekeeping industry, and I'm excited to be applying for this position. I think that I'm a perfect match for this position, as your job description tracks perfectly with my abilities, and the 6+ years of experience I've gained in this industry.

Currently, I'm employed at The Venetian Hotel as a housekeeper, where I've familiarized myself with and used all of the cleaning materials and tools. I've also been tasked with training, assisting, and supervising a team of 7 staff members, where I demonstrated strong leadership and organizational skills, along with a solid work ethic.

I've become expert at managing staff and delegating work effectively, and possess superb communication skills that allow me to quickly fit into any existing team. I also previously worked at Boston Court Yard Hotel where I learned the basics of general housekeeping duties like dusting, polishing, vacuuming carpets, removing marks from walls, cleaning furnishings, straightening desk items and performing other floor care duties.

Right now I'm interested in elevating my professional prospects by working for a company like yours that values hard work, effort and loyalty in a management role. I've attached my resume for your review and would very much welcome a personal meeting with you to discuss your needs, and my ability to meet them.

Sincerely,

YOUR NAME

Sample Keeping Letter

Anthony S. Fauci



Sample Keeping Letter:

The book delves into Sample Keeping Letter. Sample Keeping Letter is a crucial topic that must be grasped by everyone, ranging from students and scholars to the general public. The book will furnish comprehensive and in-depth insights into Sample Keeping Letter, encompassing both the fundamentals and more intricate discussions.

1. This book is structured into several chapters, namely:

- Chapter 1: Introduction to Sample Keeping Letter
- Chapter 2: Essential Elements of Sample Keeping Letter
- Chapter 3: Sample Keeping Letter in Everyday Life
- Chapter 4: Sample Keeping Letter in Specific Contexts
- Chapter 5: Conclusion

2. In chapter 1, this book will provide an overview of Sample Keeping Letter. The first chapter will explore what Sample Keeping Letter is, why Sample Keeping Letter is vital, and how to effectively learn about Sample Keeping Letter.
3. In chapter 2, the author will delve into the foundational concepts of Sample Keeping Letter. The second chapter will elucidate the essential principles that need to be understood to grasp Sample Keeping Letter in its entirety.
4. In chapter 3, the author will examine the practical applications of Sample Keeping Letter in daily life. This chapter will showcase real-world examples of how Sample Keeping Letter can be effectively utilized in everyday scenarios.
5. In chapter 4, this book will scrutinize the relevance of Sample Keeping Letter in specific contexts. The fourth chapter will explore how Sample Keeping Letter is applied in specialized fields, such as education, business, and technology.
6. In chapter 5, this book will draw a conclusion about Sample Keeping Letter. The final chapter will summarize the key points that have been discussed throughout the book.

This book is crafted in an easy-to-understand language and is complemented by engaging illustrations. It is highly recommended for anyone seeking to gain a comprehensive understanding of Sample Keeping Letter.

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Sample Keeping Letter Introduction

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