**Your Name**

142 Your Address

Your City, State, xxxxx United States

(xxx)xxx-xxxx

your.email@gmail.com



[Today’s Date]

[Hiring Manager’s Name]

[341 Company Address

Company City, State, xxxxx

(xxx)xxx-xxxx

hiring.manager@gmail.com]

Dear Mr./Mrs./Ms. [Manager’s Name],

I’m writing to you today to apply for the position of Restaurant Manager at (Company Name), which I saw posted on a job board at (Website Name). With a BA in Culinary Art, more than seven years of experience in the food service industry in a variety of establishment, and exceptional hospitality skills to complement this experience, I am confident in my abilities to perform this role and become a central element to your team.

I have proven my ability to manage the workflow of both the back and front end of many restaurants, evidenced by my ability to consistently earn high customer satisfaction ratings on all take-home surveys. This has been a major aspect of my success throughout my career. In my present role of Food Service Worker at Riverside Restaurant, I have demonstrated strong leadership qualities while supervising the staff in a manner which adheres to the restaurant’s ideals and image. I have also memorized the wine list and their appropriate entrée pairings, which resulted in monthly sales 10% above company average.

Furthermore, I’ve also gained extensive knowledge and insights into providing outstanding customer services by anticipating customer needs. Having previously worked at Carrabba’s Italian Grill as a Trainee Food Service Worker, I became proficient in handling the concerns of less satisfied patrons by ensuring that they never left the restaurant without resolving any issues they had without a positive outcome.

My resume is enclosed, and will give you further insight into my skill sets, accomplishments, and experience in this sector. I look forward to discussing my application with you further.

Sincerely,

[Name]

**[Food Service Cover Letter]**