**Louie**

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November 15, 2016

Dear Madam/ Sir,

I read with interest your posting for as a Waiter. I believe I posses the necessary skills and experience you are seeking and would make a valuable additional to your company.

The depth of experience I can offer will contribute to your leading industry position. I’d love the opportunity to help take of your company to the top of the field.

As my resume indicates, I posses more than 1 year of progressive experience in the Wait staff field. My professional history includes position such as Waiter and Barista at Movenpick Hotel Mactan Island Cebu (5star Hotel) as well as Cashier at Shamiana Restaurant .

Most recently , my responsibilities as my experience at your company match the qualifications you are seeking. As the Waiter, my responsibilities include :

* Assess customers’ needs and preferences and make recommendations.
* Serve customer in a friendly and helpful manner.
* Stay guest focused and nurture an excellent guest experience.
* Perform other duties as and when assigned by the department.

I have attached my resume, which I believe shows my suitability for the role. If you want to discuss my application, please call me on. I can make myself available for interview at a tine convenient for yourself.

Thank you for taking time to read my letter and CV.