

John Jobhunter

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Mr. Randy Restaurant
Dancing Tomato Caffè
990 N. Walton Ave
Yuba City, CA 95991

Dear Mr. Restaurant:

Perhaps I am the Food Preparation Worker your restaurant is currently seeking to complete your staff. I successfully obtained training in Culinary Arts and Catering. I am friendly, energetic and possess the experience and skills you desire. I wish to enhance these skills working amongst your staff to provide quality meals to customers.

The details of your advertisement suggest to me that your open position will involve many of the same responsibilities that I have experience in performing. Not only do I prepare orders with speed and accuracy, I strive to provide the best customer service possible. I feel strongly about ensuring/complying with sanitary and safety standards.

In my past position at Toys R Us, I have proved to be a dependable employee and was honored for never missing a day of work. I was grateful when I earned top scores on my performance evaluations and have them available for your review. I pride myself in thoroughly completing my job duties in an efficient manner. I have reliable transportation and a can-do attitude. You can count on me to be there when you need me!

My skills and experience are an excellent match for the position of Food Preparation Worker. I hope to meet with you at a mutually convenient time to discuss my qualifications necessary for the position. I look forward to learning more about the possibility of joining your team.

Respectfully submitted,

John Jobhunter

Enclosure: Resume