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Mathew Smith
Hiring Manager
Dayjob Ltd
120 Vyse Street
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31st March 2012

Dear Mr Smith

I would like to be considered for the position of Restaurant Manager which was advertised last week on the www.dayjob.com website. I am excited by this opportunity and firmly believe I would be able to meet all of your specific requirements.

I have worked hard to gain the necessary knowledge and experience that I feel makes me an ideal candidate for your vacancy. My key strengths include, but are not limited to; being able to create an environment that oozes class and quality; blending modern and traditional eating styles in sensible proportions, and maximising both profit and commercial success. Possessing a real passion for the food and hospitality industry, I have a proven track record of delivering outstanding customer service to my customers, and excellent financial results to restaurant owners.

With my present employer I have gained much rounded managerial experience in key areas such as ensuring compliance with all licensing, hygiene and health and safety legislation. I am able to get the most out of staff by creating and maintaining a happy work environment for all employees. Having a high level of commercial awareness and sales capabilities I believe I would be able to make immediate improvements to the running of your business, particularly in any marketing activities, promotional events and discount schemes.

Beyond that which is mentioned in my resume, I would also like you to know that I am a person who thrives on change, and who continuously works towards driving sales and improving service.

After reading my attached CV, should you agree with my assumption then I would greatly welcome a personal interview with you, where we can discuss further your needs and my ability to meet them.

Yours sincerely

Neil Armstrong

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