

[Your Full Name]

[Your Address]

[Your Phone Number]

[Your Email Address]

[Date]

[Hiring Manager Name]

[Restaurant Name]

[Restaurant Address]

Dear [Hiring Manager Name or "Hiring Manager"],

I am writing to express my interest in the [Job Title, e.g., Crew Member] position at [Restaurant Name]. As a student at [High School Name], I have always admired the fast-paced environment and friendly service at your location, and I am eager to join your team.

Although this would be my first formal job, I have developed strong communication and teamwork skills through [mention a school activity, sport, or volunteer work]. I am a quick learner, highly dependable, and comfortable working in busy environments. I understand the importance of providing excellent customer service and maintaining a clean workspace.

I am available to work [mention availability, e.g., weeknights after 4:00 PM and all day on weekends]. I am excited about the opportunity to contribute to the success of [Restaurant Name] and am ready to work hard to support the team.

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my energy and positive attitude would be an asset to your restaurant.

Sincerely,

[Your Signature (if sending by mail)]

[Your Printed Name]