

[YOUR FULL NAME]

[Phone Number]

[Professional Email]

[LinkedIn Profile URL]

[City, Country]

[Current Date]

[Hiring Manager Name/Regional Director Name]

[Title, e.g., Senior Vice President of Operations]

[International Hotel Chain Name]

[Corporate Address]

Re: General Manager Application - [Hotel Property Name/Location]

Dear [Mr./Ms./Mx. Last Name],

I am writing to formally express my interest in the General Manager position at [Hotel Property Name], as advertised through [Source]. With over [Number] years of leadership experience within luxury and upscale international hotel brands, I possess a proven track record of driving operational excellence, maximizing GOP, and elevating guest satisfaction scores across diverse global markets.

Throughout my tenure at [Current/Previous Company], I successfully managed a [Number]-key property with an annual turnover of \$[Amount]. My key achievements include:

- [Key Achievement: e.g., Increasing RevPAR by X% through strategic yield management and market positioning].
- [Key Achievement: e.g., Spearheading a \$X million renovation project on time and under budget].
- [Key Achievement: e.g., Improving Guest Satisfaction Index (GSI) from X% to Y% within 12 months].
- [Key Achievement: e.g., Implementing sustainability initiatives that reduced operational costs by X%].

My leadership philosophy centers on fostering a culture of empowerment and high performance. I am adept at navigating the complexities of international hospitality standards, managing multicultural teams, and maintaining strong relationships with stakeholders and property owners. I am confident that my strategic vision and commitment to the [Hotel Chain Name] brand values will contribute significantly to the continued success of the [Location] property.

I look forward to the possibility of discussing how my background in international hotel management aligns with the strategic goals of [Hotel Chain Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature (if sending by mail)]
[YOUR FULL NAME]