

[FULL NAME]

[CITY, STATE, ZIP CODE] | [PHONE NUMBER] | [EMAIL ADDRESS] |
[LINKEDIN PROFILE]

[Date]

[Hiring Manager Name]
[Title, e.g., Regional Vice President]
[Hotel Group or Property Name]
[Property Address]

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

I am writing to express my interest in the General Manager position at [Property Name], as advertised. With over [Number] years of leadership experience within the luxury and upscale hospitality sectors, I have a proven track record of elevating guest satisfaction scores, optimizing operational efficiency, and driving RevPAR growth in highly competitive markets.

In my most recent role as General Manager at [Previous Property Name], I successfully [mention a high-level achievement, e.g., oversaw a \$10M renovation or achieved a 5-star rating]. My management philosophy centers on cultivating a culture of service excellence while maintaining rigorous fiscal discipline. I am particularly adept at:

- **Strategic Revenue Management:** Implementing dynamic pricing strategies that increased GOPPAR by [Percentage]%.
- **Guest Experience:** Improving Net Promoter Scores by [Percentage]% through personalized VIP programs and staff training.
- **Asset Management:** Working closely with ownership groups to maximize ROI and preserve the long-term value of the physical plant.
- **Team Leadership:** Reducing turnover by [Percentage]% by fostering a collaborative and professional environment.

[Property Name]'s reputation for [mention a specific trait of the hotel, e.g., historic elegance or modern sophistication] aligns perfectly with my expertise in managing premium hospitality assets. I am confident that my background in [mention a specific niche, e.g., boutique hotels or large-scale resorts] will allow me to contribute immediately to your team's success.

Thank you for your time and consideration. I look forward to the possibility of discussing how my leadership style and operational focus can support the continued prestige of [Property Name].

Sincerely,

[Full Name]