

[YOUR FULL NAME]

[Phone Number] | [Email Address] | [LinkedIn Profile URL]

[Mailing Address]

[Date]

[Hiring Manager Name]

[Title]

[Hotel/Group Name]

[Hotel Address]

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

It is with great enthusiasm that I submit my application for the **Hotel Manager** position at [Hotel Name]. As a hospitality professional with [Number] years of experience in the luxury sector, I have dedicated my career to upholding the highest standards of service excellence and operational efficiency within world-class properties.

In my previous role at [Previous Property Name], I successfully managed [Number] rooms and a team of [Number] staff members. My tenure was defined by a [Percentage]% increase in guest satisfaction scores and a significant improvement in RevPAR through strategic revenue management and meticulous attention to detail. I specialize in fostering a culture of intuitive service that aligns with the [Forbes/AAA] Five-Star standards your establishment is renowned for.

My core competencies include:

- **Operational Excellence:** Streamlining front-of-house and back-of-house workflows to ensure seamless guest journeys.
- **Financial Stewardship:** Expertly managing multi-million dollar budgets, P&L statements, and CAPEX projects.
- **Talent Development:** Mentoring diverse teams to deliver personalized, proactive service that exceeds ultra-high-net-worth guest expectations.
- **Brand Integrity:** Serving as a brand ambassador to maintain the prestigious reputation of the property.

I am particularly drawn to [Hotel Name] because of your commitment to [mention a specific hotel value or recent award]. I am confident that my background in high-pressure luxury environments makes me an ideal fit to lead your team toward continued success.

I look forward to the opportunity to discuss how my leadership can contribute to the legacy of [Hotel Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]