**Rebecca Vega**  
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**Mr. David Devers**  
Owner  
**Star Hotel**  
355 S. Main St., St. Louis, MO, 22105

Dear Mr. Devers,

I came across your job advertisement posted on Indeed regarding your need for a housekeeper at your hotel. As a highly-qualified housekeeper with the necessary experience, I would be an asset to your workforce. I have worked in a variety of housekeeping positions, including hotels, and come with many esteemed recommendations.

Since first moving to St. Louis in 2011, I have been a housekeeper for several families in the area. Currently, I am the housekeeper for Dr. Lynn Alexander, an obstetrician who lives in Ballwin. **My responsibilities include** washing and ironing clothes, sweeping the floors, cleaning the bathrooms and kitchen and shopping for groceries.

My primary achievement in this position is having been entrusted with**more and more responsibilities**. Initially, I was part of a team of several housekeepers hired by Dr. Alexander. However, she soon realized how great my**attention to detail** and effort was and gave me the honor of being her primary housekeeper. Since then, I've grown more confident in my skills and have received **high praise** from the Alexanders and their guests.

From 2008 to 2011, I was a housekeeper for the **Hilton Hotel** in Cleveland. It was here that I gained all the necessary skills for this position, including:

* Laundering clothes and bedding
* Vacuuming
* Washing dishes
* Cooking

I also learned all about working together with a team to create the most**efficient work environment** possible and emphasizing a **hospitable atmosphere**.

I believe I would be an asset to your team at Star Hotel and would be honored to be a member. My experience and qualifications ensure that I can adapt easily to new work situations. With me on your team, you can count on your hotel being one of the most reputable in the St. Louis area. Thank you for your time. I look forward to hearing from you.

Sincerely,

Rebecca Vega