

## Restaurant Manager Cover Letter Sample 2

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**Lilly Kurshmette**

377 Monarch Road, Columbia, South Carolina, 30655

*lillyk195@email.com*

988 – 772 – 1123

**Mrs. Betty Drainer**

**Feed More Family Dining**

1024 Rose Garden Lane, Columbia, South Carolina, 30655

Dear Mrs. Drainer,

I am writing in reference to the advertisement you have placed for a restaurant manager opening. As someone with over ten years of experience in the restaurant business, I strongly believe I am uniquely qualified for this position. Having worked my way up the career ladder from a host to a manager, I understand every level of working in the restaurant business. You will find that I possess a strong track record of success, and a skill set that I am confident will be beneficial to you and your business.

I am quite familiar with a family dining atmosphere, as I have worked in several family oriented restaurants, including my current place of employment, HP Burgers. On a daily basis, my responsibilities include supervising my staff, making sure they are following all rules and regulations, interacting with customers to ensure their dining experience is satisfactory, checking stock and ordering supplies as needed, and organizing my employees to fit them into the schedule for the upcoming weeks.

I believe my biggest achievement comes in the form of how quickly I was able to move up from a host to a manager. I pride myself with being dedicated to my job, and I genuinely enjoy interacting and serving the community around me. Since becoming a manager at HP Burgers, I have successfully implemented theme nights such as Trivia Tuesdays, and Board Game Fridays. As a result, the establishment has seen a 50% increase in business on those specific nights, and a 60% increase in business overall, throughout the week.

As stated before, I enjoy interacting with customers. Due to this, I have increased my customer service skills to a level of superiority, and developed my overall communication skills as well. I am also organized, and stay on top of tasks without having to be reminded or supervised. Other skills I possess are leadership, time management, and the ability to motivate my fellow team members.

I hold a great track record for attendance and punctuality, and I am confident you will quickly find that I am a trustworthy and reliable candidate to manage your restaurant. I look forward to further discussing my credentials, and would be eager to answer any questions you may have about my resume in person. The values of your business couldn't align any better with my

passion, and I would humbly accept the chance to interview with you. Thank you for your time and consideration!

Sincerely,  
Lilly Kurshmette