

Flight Attendant Cover Letter Sample 1

Hayley Jordan

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852-367-4455

Tanya Williams

Danvers International Airlines

8971 Kellogg Parkway, New York City, New York, 75395

Dear Mrs. Williams,

I would like to apply for your company's open flight attendant position, as advertised on the company's website. As a graduate of Rayner Technical College in 2008, I hold an associate's degree in hospitality and customer service. I take the title of this degree very seriously, and pride myself upon having unparalleled customer service abilities. I also hold a current CPR certification and a Certificate of Demonstrated Proficiency from the FAA, which help demonstrate why I would be a beneficial addition to your crew.

Currently, I work at Raymond International Airlines. Here, I have worked on both domestic and international flights. I have logged over 3,000 hours of travel on commercial airliners holding 400 passengers. On each flight, I increase my hands-on experience in all cabin duties and customer service related activities, in a manner that makes our guests feel comfortable, and reflects positively upon the reputation of the airline. I also help many of our passengers board our planes, assist with their luggage, and direct them to their seats in a professional and quick manner.

While working for Raymond International Airlines, I have received the Gold Star Safety Award every year since 2008. The airline gives this award to flight attendants who they feel go above and beyond the basic safety adherence guidelines. Since 2009, I have led the flight attendant mentor program, through which I have mentored over 20 new flight attendants.

As a member of a flight crew, I bring valuable knowledge of inspection procedures for multiple Boeing models, including the 707 and 787. I speak fluent Italian, Spanish, and English, and am literate in English and Italian. Working with primarily large crews has granted me the talent of remaining calm in emergency situations, or when dealing with particularly aggressive passengers. My friendly and open personality makes it easy to engage customers, and my previous career in sales helps when it's time to upsell products to our passengers.

Due to my strong education, training, and leadership skills, I am certain that I would be a valuable addition to your team. Although my resume is attached, and lists additional skills and responsibilities, I look forward to discussing my qualifications for your position with you. You can reach me by phone at 852-367-4455, or by email at hayleyjordan@email.com.

Sincerely,
Hayley Jordan