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# Example of Houseman Cover Letter

72291 Denesik Coves
Lake Cathiefort, HI 31139

**Dear Frankie Kohler,**

Please consider me for the houseman opportunity. I am including my resume that lists my qualifications and experience.

In the previous role, I was responsible for aid to the room attendant throughout the day with linens or any other supply as needed.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

* Be cognizant of keeping a clear and open path for guests to walk past at all times while working
* While working in the guest corridors and public areas
* Requested guest items should be delivered within 15 minutes upon request
* Knock appropriately and announce the time of day and department, “Good Morning Maintenance!”
* If guest is present, attendant provides a warm welcome by using the guest name and confirming the guest’s request
* If Houseman is needed to enter the guest room, he or she appropriately ask the guest for permission
* If guest is not present, requested items should be visibly placed in a thoughtful manner
* Minimum literate level

**Thank you for considering me to become a member of your team.**

Sincerely,

Campbell Ziemann