

# Assistant Executive Housekeeper Cover Letter

71825 Myrtle Junctions South Tajuanastad, MS 11773-2229

**Dear Landry Brakus,**

In response to your job posting for assistant executive housekeeper, I am including this letter and my resume for your review.

In the previous role, I was responsible for creative set-up of guest amenities/supplies, flower arrangement to develop and enhance the image and reputation of the hotel.

My experience is an excellent fit for the list of requirements in this job:

- Flexible schedule to include early mornings, evenings, both weekend days and holidays
- Able to work independently and interact with all levels of staff members
- Proficient Opera and MS Office applications
- Room cleanliness, room hygiene levels
- Controlling cost of expenses
- Skill level / capacity of the housekeeping team
- Timeliness of room cleaning, returning rooms for use
- Response to guest needs/guest complaints

**Thank you in advance for reviewing my candidacy for this position.**

Sincerely,

River Purdy