

Banquet Server Cover Letter

3528 Marybelle ManorsLebsackberg, CA 56216-2149

Dear Indigo Sanford,

I would like to submit my application for the banquet server opening. Please accept this letter and the attached resume.

In the previous role, I was responsible for excellent food and beverage service for all events.

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:

- Remove dishes promptly as guests complete each course
- Strictly adhere to the rules and regulations established in the employee handbook and the hotel/resorts's policies
- Attend and contribute to all staff meetings, pre-shift meetings, other departmental and hotel/resort meetings and/or training as scheduled
- Perform other duties as assigned or requested by Private Events management
- Complete and comprehensive knowledge of the menu and various liquors, beer and wines available at the club
- Consistently display the Steps of Service at all opportunities to Members and guests
- Complete any task assigned by room manager, supervisor or room chef
- Review the banquets schedule for arrival times and changes in assignment

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

Sincerely,

Oakley Borer