

Guest Services Supervisor Cover Letter

664 Tyrell PortsPort Curtisfurt, CT 11194-1923

Dear Emerson Marvin,

I submit this application to express my sincere interest in the guest services supervisor position.

In the previous role, I was responsible for tier 1 support to field operations through obtained technical acumen in HRIS, timekeeping and other systems used.

Please consider my qualifications and experience:

- Communicate with tour operators and oversee execution of all tourism initiatives at Simon Guest Services
- Maintain the professional appearance of Simon Guest Services with a focus on hospitality and Guest service
- Represents Simon through area networking functions and other community events as necessary
- Oversees all consumer facing initiatives and ensures flawless excution for consumer satisfaction
- Maintain creative standards and compliance for all giftcard promotions and customer amenities throughout the center to ensure adequate promotion within the center
- Demonstrates effective leadership and training skills to ensure that our service delivery and customer service occurs smoothly and efficiently
- Proficient computer skills to work with software products which are essential
- Experience working in a non-profit organization and managing volunteers preferred

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

Sincerely,

Rory McKenzie