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Mr. Randy Restaurant  
Dancing Tomato Caffe  
990 N. Walton Avenue  
Yuba City, CA 95993

Dear Mr. Restaurant:

Perhaps I am the Dining Room Host your restaurant is seeking to join your staff. I am friendly and energetic and posses the experience and skills you desire.

I presently work in a fast-paced, well-known food establishment. The details of your advertisement suggest to me that the position you have open will involve many of the same responsibilities that I am currently performing. Not only do I prepare orders with speed and accuracy, I strive to provide the best customer service possible.

I have proved to be a dependable employee. As an Auto Detailer with Yuba City Car Wash, I was honored for never missing a day of work. I pride myself with thoroughly completing my job duties in an efficient manner.

I believe my skills and experience are an excellent match for the position of Dining Room Host. I hope to meet with you at a mutually convenient time to discuss my credentials. Thank you most sincerely for your time and consideration.

Respectfully submitted,

John Jobseeker

Enclosure: Resume