

Jordan Smith

January 16, 2026

Acme Corporation

RE: Career Change Restaurant Manager

Dear Hiring Manager,

I am thrilled to apply for the Career Change Restaurant Manager position at Acme Corporation, which I discovered on your careers page. With a deep passion for the hospitality industry and a proven track record in leadership and customer service, I am eager to bring my unique skill set to your team. My experience in managing teams and ensuring exceptional service aligns perfectly with the goals of Acme Corporation.

In my previous role as a Retail Manager, I successfully transformed a struggling store into a top performer, achieving a 30% increase in sales within six months. By implementing rigorous training programs focused on customer engagement and product knowledge, I not only boosted team morale but also significantly improved customer satisfaction scores. Additionally, my commitment to operational excellence led to a 15% reduction in costs through better inventory management and efficient scheduling practices. I believe these experiences will enable me to drive similar results in a restaurant environment, where customer experience and operational efficiency are paramount.

I am particularly impressed by Acme Corporation's commitment to quality and innovation within the dining experience. I am excited about the opportunity to leverage my skills in a restaurant setting, where I can contribute to creating memorable experiences for guests while fostering a collaborative and high-performing team. I would love the chance to discuss how my background can benefit your establishment and help achieve its vision.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you further.

Sincerely,

Jordan Smith