

Jordan Lee Smith

January 16, 2026

Acme Corporation
RE: Promotion Busser

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Busser position at Acme Corporation, as advertised on your careers page. With a background in the hospitality industry and a passion for creating exceptional dining experiences, I am excited about the opportunity to contribute to your team and help elevate Acme's service standards.

During my time at The Greenhouse Bistro, I consistently supported the front-of-house team in delivering outstanding service, which contributed to a 15% increase in customer satisfaction ratings over six months. I took the initiative to implement a streamlined process for clearing tables and resetting them for new guests, effectively reducing the average turnaround time by 20%. My ability to communicate effectively with both staff and patrons ensured that any issues with service were resolved promptly, leading to repeat customers and positive reviews.

Moreover, I was recognized as Employee of the Month twice for my commitment to teamwork and proactive approach to supporting my colleagues during peak hours. I believe that a successful Promotion Busser not only helps maintain cleanliness and organization but also enhances the overall dining atmosphere by being attentive and engaged with guests. My strong work ethic and adaptability in fast-paced environments make me a great fit for this role at Acme Corporation.

I am eager to discuss how my experience and skills align with the goals of Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your esteemed establishment.

Sincerely,

Jordan Lee Smith