

ROBIN EDWARDS

Seattle, WA 98144

(555) 555-5555 - example@example.com

Aug. 8, 2025

Amelia Hudson

AC Hotel Seattle Downtown

Seattle, WA 98109

(555) 555-5555

example@example.com

Dear Amelia Hudson,

I am writing to express my interest in the housekeeping aide position at AC Hotel Seattle Downtown. With three years of hands-on experience maintaining cleanliness and hygiene in fast-paced environments, I am confident in my ability to contribute to your team by ensuring spotless, organized, and welcoming spaces for both staff and guests. My dedication to high standards of sanitation, safety, and customer service aligns well with your company's commitment to excellence.

Throughout my career, I have developed expertise in sanitation techniques and safe chemical handling, ensuring compliance with OSHA and company safety guidelines. I am skilled in room organization and the efficient use of cleaning equipment such as floor scrubbers, vacuum cleaners, and microfiber tools, which has allowed me to reduce cleaning time by 20% without compromising quality. My commitment to maintaining a hygienic environment has been recognized through consistent positive feedback from supervisors and guests.

In addition to my technical skills, I excel in team collaboration and customer service. I actively support my colleagues by sharing best practices and helping to coordinate cleaning schedules, which has improved overall team efficiency by 15%. I hold a certification in Infection Control and have completed training in safe chemical handling, which equips me to contribute to a safer workplace. My friendly and professional demeanor helps create a positive experience for guests, ensuring they feel valued and comfortable.

Thank you for considering my application. I am eager to bring my skills and dedication to AC Hotel Seattle Downtown and contribute to maintaining your reputation for cleanliness and guest satisfaction. I look forward to the opportunity to discuss how my experience and enthusiasm can support your housekeeping team's goals.

Sincerely,

Robin Edwards