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| **Robert smith**  **Hotel Sales Executive** | **Phone**: (123) 456 78 99  **Email**: info@qwikresume.com  **Website**: [www.qwikresume.com](http://www.qwikresume.com)  **LinkedIn**: linkedin.com/qwikresume  **Address**:1737 Marshville Road, Alabama. |

[Today’s Date]

[341 Company Address]  
[Company City, State xxxxx]  
[(xxx) xxx-xxxx]  
[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager’s Name],

As a motivated, self-driven, dedicated, and enthusiastic professional, I strongly want to join as a Hotel Sales Executive in a company like yours wherein my dedication will significantly contribute to the growth and advancement of your mission. My immense background in the field complemented by my passion for hospitality and service will bring about a positive impact on your organization as your new Hotel Sales Executive. During my tenure previously at \*\*\*\*, I gained a unique combination of abilities in service and hospitality that will suit me to take up the next step in my profession. Throughout my professional history, I have consistently exhibited strong interpersonal skills with extreme patience and time management. That said, I had been able to deliver my best even in high-impact, demanding work environments. Consider the following highlights from my qualifications:

* Generating revenue from new accounts in the \*\*\* region, and exceeding the sales goals by 150%
* Knowledgeable about the hotel market, with a deep understanding of the needs and requirements of the guests
* The ability to motivate and inspire other team members, and motivate them to maintain a positive and productive work environment
* Skilled at managing conflicts, and solving issues effectively and quickly
* Played a crucial role in building, renovation, and development projects in the hotel \*\*\*\* post my joining there in the year \*\*\*\*.
* Comprehended constant bottom-line improvements via helpful networking, problem-solving, communication, interpersonal, and presentation abilities.
* Received a Diploma and then a Bachelor's degree in Hospitality Management from \*\*\*\* College.

These qualifications, supplemented with my experience and educational credentials, put me in a place wherein I trust that I can surpass the expectations that you are looking for from your new Hotel Sales Executive. I look forward to an opportunity to learn more about \*\*\* and to discuss how I can contribute my assets at your place. Thank you for taking the time to review my credentials.

Sincerely,

[Your Name]