

Laura Example

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January 15, 2016

Tolosa Winery

4910 Edna Rd.

San Luis Obispo, CA 93401

Dear Mr. Hiring Manager Name,

This letter is in response to the Tasting Room Team Member position with Tolosa Winery, which was advertised on CuestaJOBS at Cuesta College, San Luis Obispo. In reviewing your website, I was impressed with your emphasis on customer service and the variety of wine tasting experiences you offer to your guests. My customer service experience, passion for learning, and outgoing personality would make me a good fit for this position.

The job description requires someone with strong customer service experience, passion for learning, and an outgoing personality. In my current position as a Barista at Starbucks, I learned and exhibited excellent customer service in one of the most fast-paced coffee shops in town. In order to ensure accuracy of our orders and connect with guests, I created a system to memorize customers' names and specific beverage requests.

As a Communications student at Cuesta College, I offer critical problem solving skills and the ability to communicate effectively with diverse audiences. Last semester, I led four group members in developing a feasibility study project for the Paso Robles Wine Center. Altogether, I feel what I have learned at Cuesta and my customer service experience makes me an ideal candidate for this position. I would be honored to be given the chance to work for an innovative and customer-driven winery such as Tolosa Winery. Thank you for your time and consideration.

Sincerely,

Laura Example