

Shaquoya Batton

Hotel Assistant Manager

Dear Ms. Dannheim,

I am writing to express my strong interest in the Hotel Assistant Manager position at Hilton Hotels & Resorts, as advertised on your careers page. With a solid foundation of five years of experience in the hospitality industry, primarily with Marriott International, I have honed the skills and expertise necessary to make a significant contribution to your esteemed hotel.

During my tenure at Marriott International, I embraced the opportunity to develop a comprehensive understanding of hotel operations, including guest services, staff management, and budgeting. My commitment to excellence in customer service has been a constant throughout my career, and I have consistently sought to enhance guest satisfaction while also driving operational efficiencies. My leadership approach has always been collaborative, fostering a team environment where each member is encouraged to excel and innovate.

One of my key achievements at Marriott was leading a project to revamp the guest check-in process, which resulted in a 20% increase in customer satisfaction scores and a marked improvement in the efficiency of front desk operations. This initiative not only boosted guest experiences but also demonstrated my capacity to spearhead change and deliver tangible results.

Joining Hilton Hotels & Resorts, a brand synonymous with quality and service excellence, would be a tremendous step forward in my career. I am particularly drawn to your commitment to innovation and your reputation for providing guests with exceptional experiences. I am eager to bring my background in hotel management and my passion for hospitality to your team, and I am confident that my proactive approach and dedication to operational success will align seamlessly with the values and goals of Hilton.

I am looking forward to the opportunity to further discuss how my experience and skills will be a perfect fit for the Hotel Assistant Manager position at your property. Thank you for considering my application. I am excited about the possibility of contributing to the continued success of Hilton Hotels & Resorts.

Warm regards,

Shaquoya Batton

To

Hilton Hotels & Resorts
Erlinda Dannheim

From

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