**Tran Van A**

No 123, Vu Trong Phung, Thanh Xuan, Hanoi

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*14th May 2022*

**Ms Nguyen Thuy Dung**

Human Resource Manager

XYZ HOTEL

567 Hang Buom street, Hoan Kiem, Ha Noi

**APLICATION LETTER FOR EMPLOYMENT**

Dear Ms Nguyen Thuy Dung,

Through your information in Hotelcareers.vn, I have been known that you are looking for a Restaurant Manager of your hotel. I offer service for this position. I give below particular regarding my qualification and experiences for your consideration.

I graduated from Hanoi University of Social Sciences and Humanities with major: Tourism. I have over six years of experiences in managing restaurant for resort and hotel. With my responsibilities have included: setting up, training employees and operating restaurant action and business. Please find more details about qualifications in my CV.

It woud be great chance for me to work in such potential company like your. I should be very grateful for your favourable consideration of my application and available an interview at your convenience.

Yours truly,

Tran Van A