

# Olivia Martinez

Front Desk Customer Service  
Representative

## Details

 (555) 345-6789

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 San Francisco, CA 94102

From

**Olivia Martinez**

Front Desk Customer Service Representative

To

**Mrs. Hopkings**

Marriott International

Dear Mrs. Hopkings,

I am writing to express my interest in the Front Desk Customer Service Representative position at Marriott International. With my extensive experience in hospitality, I am excited about the opportunity to provide exceptional service and create a welcoming environment for all guests.

While at Hyatt, I managed guest check-ins, assisted with inquiries, and resolved issues to ensure each visitor had a pleasant stay. My attention to detail, alongside my ability to multitask under pressure, consistently earned me positive feedback and recognition for service excellence.

I look forward to the chance to contribute to Marriott's commitment to outstanding hospitality and would appreciate the opportunity to discuss how my skills can benefit your team.

Thank you for considering my application.

Sincerely,

Olivia Martinez