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FLIGHT

ATTENDANT

[Today’s Date]

[Hiring Manager’s Name]

[341 Company Address]

[Company City, State xxxxx]

[(xxx) xxx-xxxx]

[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Manager’s Name],

I am thrilled to be applying for the open flight attendant position at [Airline Company]. Having recently moved to the Chicago area, I’m excited to see that there is a position open with your company that I feel I am perfect for. With over 6 years of experience as a flight attendant, I have the customer service skills and practical knowledge that you require, as written in your job description.

Allow me to draw attention to the major achievements of my resume, which I believe both reflect and exceed your expectations for applicants pursuing the flight attendant role:

* Completed over 2,000 hours of international and domestic flights within Boeing and Airbus commercial jets holding up to 400 passengers
* Mentored over 30 new flight attendants, providing training in customer service, safety techniques, and health and sanitary standards, improving overall service quality by 30%
* Consistently earned recognition from flight crew and received 93% positive feedback from passenger surveys

In my current role at Delta Airlines, I have been a steady and reliable flight attendant, frequently earning commendations from my fellow flight attendants and crewmembers for my professionalism. I will be a consummate ambassador for your brand and provide excellent customer service that meet and exceed your expectations.

I am confident that I am the perfect candidate for this flight attendant position. I look forward to discussing how I can join the team at [Airline Company], and immediately assist the company with building a strong and friendly customer service brand. Please feel free to contact me at any time.

Sincerely,

[Your Name]

142 Your Address Blvd

City Name, CA XXXXX

your.name@gmail.com

(XXX) XXX-XXXX

Dear Job Seeker,

PLEASE note that you \*must\* install the font files to make this cover letter template work perfectly. It’s very simple to do – **just follow the instructions in the “Read Me” file in the Zip file you downloaded this template from.**

If you’re struggling to write your cover letter, **don’t worry.** You’re in good company – everyone struggles with it. For a high quality cover letter that will land you employment, we recommend [consulting the certified experts at Resume Writer Direct](https://resumewriterdirect.com/cover-letter/?utm_source=CL_Word_Doc&utm_medium=RWD_Link&utm_campaign=RG_Downloads). (Yep, they can also help you with your resume!)

Or, here’s some other content that might help you finish your cover letter.

* [Cover Letter Builder](https://resumegenius.com/cover-letter-builder?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Builder_Link&utm_campaign=RG_Downloads)
* [How to Write a Cover Letter](https://resumegenius.com/cover-letters-the-how-to-guide?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Guide_Link&utm_campaign=RG_Downloads)
* [Cover Letter Examples by Industry](https://resumegenius.com/cover-letter-examples?utm_source=CL_Word_Doc&utm_medium=Cover_Letter_Examples_Link&utm_campaign=RG_Downloads)

Oh, and by the way, **you’re also going to need a resume.**

* [Free Resume Builder](https://resumegenius.com/?utm_source=CL_Word_Doc&utm_medium=Resume_Builder_Link&utm_campaign=RG_Downloads)
* [How to Write a Resume](https://resumegenius.com/how-to-write-a-resume?utm_source=CL_Word_Doc&utm_medium=How_to_Write_Resume_Link&utm_campaign=RG_Downloads)
* [Resume Samples by Industry](https://resumegenius.com/resume-samples?utm_source=CL_Word_Doc&utm_medium=Resume_Samples_Link&utm_campaign=RG_Downloads)