**Eunice Evans  
Austin, TX 45312   
Cell: (555) 546-XXXX   
eev@somedomain.com**

**May 10, 20XX  
  
Ms. Banice Streisand  
HR Manager  
Northstar Airlines'   
52 Race Drive  
Austin, TX 53452**

**Dear Ms. Streisand,**

This is a reply to the flight attendant position advertised on the Northstar Airlines' website. I am customer service trained professional with five years' experience as a flight attendant. Apart from a Bachelor's Degree in Customer Relations I also have a diploma in Spanish and German and certificate in counseling and psychology.

Currently, I have a part-time flight attendant job with Georgia Airlines where I help passengers find their seats, offer flight communication and instructions, prepare orders and receive meal orders and delivery while helping answer questions wherever called upon and offer passengers any support required. As a multi-tasker I have been able to handle diverse duties, such as offering first aid to a passenger with seizures and helping to put first time flight passengers at ease of which I received the flight attendant of the year a month ago.

My dedication to customers and exceptional service is something I hold dear and always willing to go an extra step to meet varied passenger needs and resolving heated issues amicably and diplomatically. I am available for

consistent travel in a full time position with impeccable physical abilities to remain alert and on my feet as long as required. I look forward to bringing my dedication, skills and passion to customer care and comfort to the crew and passengers at Northstar Airlines.

I look forward to discussing with you about your needs and how my experience and skills would be an asset to the Northstar Airlines crew. Feel free to contact me through my email or cell phone.

Thank you for your time and kind consideration.

**Sincerely,  
Eunice Evans  
(555) 546-XXXX  
eev@somedomain.com**