**Frederick Dunn**

[Street Address]  New York, NY 55900

Phone: (333) 333-3333  Email: [Email Address]

**Today’s date**

Mr. Glenn Ferguson

Sanskrit Restaurant

Address, City, State, zip

**Re: Applying for an Head Chef Position**

Dear Mr. Glenn Ferguson,

I was very excited to hear about the opening for head chef at your restaurant, as it’s long been one of my favorite dining places in the city.

As you see from my attached resume, my experience in restaurants, hotels, and caterers has included a variety of cuisines from different countries and cultures.

At my present job at the Q&A Restaurant, I lead a team of sous chef and prep cooks to produce a menu of delicious, attractive, high quality appetizers, hearty soups, piquant entrees, tasty side dishes, delectable casseroles, cheesy pasta dishes, crunchy salads, unforgettable desserts, and smooth beverages.

I am attaching with my resume a copy of our current menu with pictures of some of my culinary creations, which speak more eloquently than my cover letter.
While the Q&A Restaurant specializes in low fat, healthy cuisine, I am perfectly at home with other, more decadent ways of food preparation, and have perfected a method of having healthy food taste like its sinful counterpart. I work efficiently under pressure and can improvise according to need.

I adhere strictly to hygiene and order supplies on a monthly or weekly basis, according to management preference. I have catered events consisting of up to 650 guests, including those with dietary restrictions, and am constantly looking for ways to continually upgrade our selections.

I invite you to come by Q&A Restaurant and sample my cooking without any prior notice.

Otherwise, please let me know when I can come to meet you for an interview.

Bon Appetit!

**Frederick Dunn**

**Attachment: Resume**