**Jason James**

**[Street Address] New York, NY 55900 ⬩ Phone: 777-777-7777 ⬩ [Email Address]**

**Today’s date**

Mr. Matthew Harrison, Restaurant Chef

Wok Restaurant

Address, City, State, zip

Re: Cook, advertised on [Job Board]

Dear Matthew Harrison,

I saw your ad for a cook at your summer camp and am very excited to submit my resume for your consideration.

I have more than ten years of experience in cooking for crowds and would be honored to treat your campers to my culinary talents.

I can cook according to the standard fare that your camp usually serves, or I can share my own recipes, including American favorites, Asian style, French cuisine, or Italian dishes. My specialties consist of main dishes for meat, fish, and dairy meals, salads, and desserts. I’m always willing to experiment or improvise if supplies of a particular ingredient run out.

My experience has also included adjusting recipes to comply with requirements of people with allergies or food intolerances, and it goes without saying that I maintain the highest standards of food hygiene.

As far as calculating quantities of produce required and maintaining fresh inventory, I have become very proficient in this area and can negotiate with suppliers for discounts. I currently work at the TAD Hotel Restaurant and invite you in anytime for a delicious sample of my cooking.

Please be in touch with me at your discretion.   
My cell phone is 777-777-7777 or you can dash off an email with a time that works for you and I’ll try to accommodate you.

Sincerely yours,

Jason James