

# **Macy K. Smith**

335 West 5th South  
Rexburg, Idaho 83440

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University Food Services  
Brigham Young University-Idaho  
525 South Center St. 276A  
Manwaring Center Rexburg, ID 83460-0725

Dear University Food Services,

My previous work experience and leadership roles make me an ideal candidate for a job with the University Food Services. Your company has an excellent reputation for customer service and satisfaction. I know that the combination of my experience, education, and my positive attitude will make me an asset to your services.

My experience in the catering service, combined with my education in communication, helps me excel in the catering field of work. In my different positions with Kat's Crepes, I was recognized as a manager over the other employees and top sales associate. I am sure that I can put these same skills to use for you, and continue to improve upon it as I learn from the top workers in the business.

I look forward to connecting with you in the next couple weeks and possibly having an interview. Should you have any questions, you may reach me via phone (971-322-8478) or via email (smi12100@byui.edu).

Thank you for your time and consideration.

Sincerely,

Macy Smith