

BARISTA COVER LETTER



(712) 384-1047



bill.geet@icloud.com



47 Main St., Armstrong, IA 50514

Oct 30, 2018

[Hiring Manager's Name]

[Coffee Shop Address]

[City, State, Zip Code]

[Telephone No.]

[Hiring Manager's Email]

Dear [Mr./Mrs./Ms.] [Hiring Manager's Surname],

Since I was a teen, I've loved putting a smile on people's faces by serving them great coffee. With an SCA certification and more than four years of experience in coffee making, customer service, and sales, I'm confident I would be an ideal fit for your newly announced barista position.

I'm currently the lead barista for the early shift at Kingston Coffee in Armstrong, Iowa. In my role, I manage two baristas and oversee the service of customers plus the execution of in-store sales and promotions. During my time here, I've built a reputation for outstanding service, and I also have a knack for remembering individual customers' names and beverages of choice.

During my career as a barista, I've had the opportunity to undergo excellent training, expand my coffee knowledge, and achieve significant accomplishments such as:

- Helping grow the number of regular customers through great service and friendly attitude at Kingston Coffee, contributing to a 10% increase in revenue in the last year
- Updating Kingston Coffee's old POS system, which led to a 25% increase in productivity
- Providing a high level of service by tactfully responding to customer feedback, complaints, and suggestions, which improved our Yelp rating from 4.1 stars to 4.8

As a coffee lover myself, I've read countless books, articles, and videos on all things caffeine. Moreover, I take pleasure in sharing my expertise, which helped me train multiple baristas on coffee making, customer service, and memory tricks to memorize dozens of menu items quickly.

Working for [Coffee Shop Name] is an amazing opportunity. I'm excited at the prospect of joining your team, and I'd love the chance to meet you in person. You may reach me by phone at 712 384-1047 or via email – bill.geet@icloud.com to arrange an interview.

Thank you for taking the time to review my application.

Sincerely,

[Your Name]

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