

1221 Cornwallis Drive  
Fort Wayne, IN 46804  
February 28, 2006

## Networking Cover Letter

Mr. Ryan Jones  
Human Resources Representative  
Fort Wayne Hilton  
933 Calhoun Drive  
Fort Wayne, IN 46802

Dear Mr. Jones:

Last winter I had the opportunity to speak with Ms. Tricia Bowser from your Marketing Department. Ms. Bowser suggested I contact you regarding my interest in working at one of the resorts or overseas properties owned by Hilton Hotels Corporation.

From my attached resume you will note that I have direct experience in the fields of restaurant management and public relations in both the United States and Brazil. My educational background, which includes proficiency in Spanish and French, coupled with my extracurricular activities, has strengthened my skills in the areas of supervising, organizing, and planning. I am looking for a challenging and rewarding career in the hospitality industry and trust that my qualifications are what you are looking for in this type of position.

I would like to discuss my qualifications at your convenience and will call you within the next two weeks to follow-up. If you need additional information, you may contact me at 260-312-4444 or by email at [jdoe@hotmail.com](mailto:jdoe@hotmail.com). Thank you for your consideration.

Sincerely,

Jane Doe

Enclosure