**Sally Jones**

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(213) 222-2222

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Dec. 16, 2016

Sophie Darling

HR Manager

Whole Foods Grocery

3324 Mullholland Dr.

Los Angeles, CA, 90210

(213) 888-8888

sophied@wholefoods.com

RE: Cashier Position Application

Dear Ms. Darling:

I am writing to apply for the position of cashier at the Mullholland Drive location of Whole Foods. I came across the posting for the position online through your company’s careers page on your website. I have been a shopper at Whole Foods for years and very much enjoy the culture, atmosphere, and mission of your organization. I have been a cashier and salesperson for the last six years – as such, I am confident I would make a strong addition to your team.

 In my years of experience as a cashier, I have worked at two grocery stores, including Ralph’s and Trader Joe’s, here in Los Angeles. At Ralph’s I learned how a grocery store functions and basic salesmanship, as well as proved myself to be a self-starter and loyal employee. I was able to sign up more than 30 customers to Ralph’s Rewards program and was acknowledged as “Employee of the Month.” My next position was at Trader Joe’s where I learned to work with large lines and could process upwards of 150 customers daily, and management ultimately asked me to help with new employee training. In my most recent position at Nordstrom’s I learned advanced sales techniques and was in the top 5 salespeople at my location. I have never had significant problems in terms of complaints, disputes with coworkers, or discrepancies with cash drawers or end-of-shift accounting.

 My experience in sales and working with large amounts of customers in a cashier role makes me a uniquely qualified and useful candidate. I would be a great fit for your store and very much would appreciate the opportunity to meet you for an interview, if you’d consider me. Thank you for your time and consideration of my application, and I am looking forward to hearing back from you.

Sincerely Yours,

Sally Jones

Enclosed: Resume