**Jenny Austin  
Custodial Manager**

123 Your Street, Your City, ST 12345, (123) 456-7890, email@maxresumes.com

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4th September 20XX

[Hiring Manager]

123 Address St

Anytown, ST 12345

Dear [Hiring Manager],

I am writing to apply for the position of Custodial Manager at [Company Name]. With extensive experience in facilities management, I am confident I would be an excellent fit for the role.

I have extensive experience in managing custodial staff, overseeing day- to- day maintenance operations, and monitoring budget requirements. My six- year tenure at [previous company] gave me the opportunity to maintain a clean and safe working environment for employees and patrons. During my employment, I implemented and monitored quality control programs and managed emergency situations, such as flooding and fires.

I am skilled in developing training programs for custodial staff, monitoring and evaluating performance, and ensuring that all job responsibilities are met. I believe in fostering an environment of trust, open communication, and cooperation within the custodial staff. I am also experienced in developing and implementing new procedures and policies.

While I have a good understanding of the duties of a Custodial Manager, I am eager to learn and grow in this new position. I have excellent organizational and communication skills that I am confident will be an asset to your team.

I have attached my resume, which includes my experience and qualifications in more detail. I look forward to discussing my potential contributions to your organization in an interview. Thank you for your time and consideration.

Sincerely,

**Your Name**

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