

Millie Chang

☎ (401) 555-1234 ✉ millie.chang@example.com 💻 <https://linkedin.com/in/milliechang> 📍 Providence, RI 02903

AUGUST 02, 2026

Hiring Manager
Sunshine Academy
Newport, RI

Dear Hiring Manager,

With heartfelt excitement, I express my interest in the Preschool Cook position at Sunshine Academy, where I foresee utilizing my culinary passion and commitment to enhancing childhood nutrition, hoping to contribute positively to young lives while aligning with your vibrant mission.

At Sunshine Academy, the focus on nutritious meals for preschoolers resonates deeply with me, particularly as it fosters a nurturing yet challenging environment to promote children's health. In my current role, I have developed and executed a weekly meal plan that meets nutritional requirements, ensuring children not only eat well but enjoy what is presented to them.

Engaging children during meal times has been both rewarding and intricate. I faced hurdles, especially with food allergies. Diligently fostering communication with parents allowed me to navigate these challenges efficiently, ensuring safety and comfort at every meal.

My journey has also included collaborating with a team to innovate meal offerings and comply with regulations. Conducting inventory and remaining organized helped me adhere to local guidelines while delivering delightful dining experiences that resonated with both kids and parents.

Through every unique challenge faced, my goal remains to create a warm, joyful environment that supports children's growth. I aspire to share my strengths at your esteemed center, as I believe that happy meals lead to even happier children.

I appreciate your consideration.

Sincerely,

Millie Chang

Millie Chang