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**Your Name**

123 Your Street  
Your City, ST 12345  
(123) 456-7890  
no\_reply@example.com

4th September 20XX

**Ronny Reader**

CEO, Company Name  
123 Address St  
Anytown, ST 12345

Dear Mr. Arnold,

Regarding the application for the position of “Janitor – Custodian”

I saw the advert on indeed.com website for a “Janitor – Custodian”, and I am excited to tell you that I have a sincere interest to join your company as a Janitor. I am confident that my skills and previous experience would perfectly match with the job requirements. I know that this is a challenging but rewarding opportunity for me to work in a company like yours.

I am a committed and motivated person with the ability to build effective relationships, physical fitness, and preventive maintenance. Those will be really helpful for maintaining my designated workplace a well cleaned, hygienic, and well functioning environment. I always strive to maintain a safe working environment to protect valuable equipment and prevent accidents.

I have a proven ability to maintain 5-star hotels, schools, and offices clean and tidy. I am well aware of different cleaning methods and I am ready to share my knowledge with other Janitors and Custodians as well. Not only that but also I am keen to learn much more about my role to perform more. Further, I am highly skilled in upholstery shampooing, window cleaning, steam cleaning the tile grout, deck pressure washing, and wood floor waxing and polishing.

My attention-to-detail and time management skills would be highly beneficial for me to be a perfect candidate for this position. Due to my high-quality cleaning service, I am often requested personally for repeat engagements at clients’ homes and shops.

For your consideration, I have attached my resume herewith. If you have thought of hiring a hard-working and friendly janitor, feel free to contact me at any time of the day via the above-mentioned contact number or email address to schedule an interview. I am excited to discuss more about this opportunity and when we meet I will tell you how my landscaping skills would benefit your company for a better environment.

Thank you for your time and consideration.

Yours sincerely,

**Your Name**