

Short Cover Letter For Teaching Job

John Smith

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June 7, 2024

Dr. Emily Johnson

Greenwood Elementary School

456 Oak Avenue

Cityville, State 12345

Dear Dr. Johnson,

I am writing to express my interest in the Elementary School Teacher position at Greenwood Elementary School, as advertised. I recently graduated from State University with a Bachelor of Education and have completed student teaching assignments at Lincoln Elementary and Maplewood School, focusing on 3rd and 4th grade students.

My experience includes developing and implementing lesson plans, managing classrooms, and using differentiated instruction to meet diverse learner needs. I am particularly impressed with Greenwood Elementary's commitment to holistic education and STEM programs, which align with my teaching philosophy.

In addition to my academic training, I have been actively involved in tutoring programs and volunteer work at the Cityville Youth Center, enhancing my ability to communicate effectively with students, parents, and colleagues.

I am excited about the opportunity to contribute to your school and support student success. I am available for an interview at your earliest convenience and can be reached at (123) 456-7890 or johnsmith@email.com.

Thank you for considering my application.

Sincerely,

John Smith