

Teacher Cover Letter

[Sender Complete Address]

[Date]

[Name
of Recipient]

[Designation]

[Name of Institution]

[Complete Business Address]

Dear Mr./Ms./Mrs./Principal [Last Name],

I writing to apply for the position of [Position] in your school district. As a graduate of [Name of College], I have student teaching experience on the [Grade Level]. I believe that my experience and my passion to provide quality education make me an ideal candidate for a teaching position in your institution.

I have developed my love for teaching during high school when I volunteered as a religious educator in an elementary school in our local community for [N] years. I enjoy working with children especially (second, third, fourth, etc.) graders and I feel it very rewarding to share my knowledge and insights about a certain subject.

I really believe that I could provide a huge contribution by teaching in your well-respected institution. I have enclosed my resume along with my credentials and references.

Please feel free to reach out to me anytime to discuss this amazing employment opportunity. Thank you very much and I look forward to speaking with you.

Respectfully,

[Name and Signature]

[Contact Details]