**Amanda Edwards**

 [Street Address], New York, NY 55900

Home: (555) 555-5555 email: [Email Address] Cell: (444) 444-4444

**Today’s date**

Ms. Stephanie Bailey, Principal

ABC School

Address, City, State, zip

Re: Science Teacher – Job Posting in Teacher’s Magazine

Dear Ms. Stephanie Bailey,

Regarding your posting for a science teacher for the [name of high school], I would like to offer my candidacy.

As you see from the attached resume, I have many years of experience in teaching biology, chemistry, physics, and earth sciences and making them relevant to the students’ everyday lives.
Aside from earning a Bachelor’s of Science, I also am certified as a high school teacher, participate in teacher training courses to learn new techniques, and indulge my own interest in science by keeping up to date with new discoveries.

My enthusiasm for the scientific wonders of our world is contagious, and the lab experiments I guide my students to perform are among their highlights of their education (I’m not bragging; this is the feedback that I have gotten from students and parents).

I present even difficult material in a clear, organized way and will either patiently review until each student understands the unit or split the class into study partners for 5-minute sessions for independent review.

In my classes, we use a variety of technological equipment and learning resources to involve everyone in the learning process, and my students learn to enjoy science as a subject and as a field to pursue themselves.

I would be honored to give a sample lesson at your school.
Please be in contact with me at your earliest convenience.

Sincerely,

Amanda Edwards

Enclosure - Resume