

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[School/Institution Name]
[School Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my strong interest in the teaching position at [School/Institution Name] as advertised on [where you found the job listing]. With a [degree] in [subject] and [number] years of experience in [specific teaching area or subject], I am confident in my ability to contribute positively to your team and help foster a nurturing and effective learning environment for students.

Throughout my career, I have demonstrated a passion for [subject or teaching philosophy], successfully implementing innovative teaching strategies that cater to diverse learning styles. My commitment to [student growth/engagement/success] is evident in my [specific achievements or outcomes, e.g., increased student test scores, successful extracurricular programs, etc.]. I believe that education is transformative, and I strive to inspire my students to reach their full potential.

I am particularly drawn to [School/Institution Name] because of [specific reason related to school's mission, values, or programs]. I admire your commitment to [specific programs or initiatives], and I am eager to bring my expertise in [any relevant skills, technology, or subjects] to your school.

I welcome the opportunity to discuss how my background, skills, and enthusiasms align with the goals of your institution. Thank you for considering my application. I look forward to the possibility of contributing to [School/Institution Name] and helping your students thrive.

Warm regards,

[Your Name]

[Attachment: Resume/CV]