

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]
[Date]
[Hiring Manager's Name]
[School's Name]
[School's Address]
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [specific position] at [School's Name] as advertised [where you found the job listing]. With [number] years of teaching experience and a passion for fostering students' academic and personal growth, I am excited about the opportunity to contribute to your school's mission.

In my previous role at [Previous School's Name], I successfully [specific achievement or responsibility related to the job], which resulted in [quantifiable outcome]. My expertise in [subject or skill area] has enabled me to create engaging curriculum that resonates with students of various learning styles.

I believe in creating a positive and inclusive classroom environment that encourages participation and collaboration. I actively promote [teaching philosophy or method], which has not only improved student engagement but also enhanced overall academic performance.

I am particularly drawn to [School's Name] because [specific reason related to the school or community], and I am excited about the possibility of bringing my skills in [specific skills] to your esteemed institution.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the success of your students and the broader school community.

Sincerely,
[Your Name]