

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[School's Name]
[School's Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to apply for the [Specific Teaching Position] at [School's Name], as advertised on [where you found the job listing]. With a [Degree] in [Subject] from [Your University] and [number] years of teaching experience, I am excited about the opportunity to contribute to your educational team.

At [Previous School], I developed and implemented [specific teaching strategies or programs], which significantly improved student engagement and performance. I am particularly impressed with [School's Name]'s commitment to [specific value or mission], and I am eager to support your students in achieving their academic goals.

Thank you for considering my application. I look forward to the opportunity to discuss how my teaching philosophy and experience align with your needs.

Sincerely,
[Your Name]