

Hello sir/ Madam

Greetings of the day

I hope you are doing great over there. This letter is to express my interest in job in your school. I am very much ready to make Candidate for the profile of English teacher as I have very strong academic record upto my post graduation level. I was awarded with the meritorious student certificate and scholarship in +1 and +2 schooling level. I do have a very strong command in English with TEFL and TESOL.

I exercise high attention to details, ensuring accuracy and consistency in my personal performance, collaborative teamwork and on time completion of all projects. Moreover I offer collaboration, communication and scheduling flexibility. My goal is to contribute and to help improve overall organizational efficiency.

In my attached resume you will find details of my educational background for your review. I believe my innovation and talent will prove to be a valuable asset to your organization. I would like to meet/ talk to you soon and learn more about the position and explore the ways in which I can positively impact your organization.

Thank you for your time and consideration

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