Joseph Applicant

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April 14, 2021

Phil Lee

Principal

Seaside Middle School

123 Business Rd.

Business City, NY 54321

Dear Mr. Lee,

Please accept my application for the teaching assistant position advertised on Monster. I would like to continue to develop my teaching skills while creating a challenging and fun learning environment for students. The middle school age group is particularly appealing to me, because students are very impressionable, interested in learning, and open to new concepts.

I am very well qualified and would be an asset to the school because of my experience working as a teaching assistant for XYZ School. I have worked with both elementary and middle school teachers, as well as with camp directors to develop curricula that meet the needs of students.

I enjoy tutoring students and helping them build confidence in their ability to achieve, both academically and socially. In addition, I have artistic and computer skills that will be an asset when developing class projects.

Thank you for considering my application. I would appreciate the opportunity to interview and look forward to hearing from you in the near future.

Sincerely,

*Joseph Applicant* (signature hard copy letter)

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