

**Vxxxxxxx R. Xxxxxxx**

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May 18, 20XX

Cxxxx Nxxxxxxx

Human Resources Support Specialist  
Anne Arundel County Public Schools  
2644 Riva Road  
Annapolis, MD 21401

Dear Ms. Nxxxxxx:

I am interested in applying for an elementary teaching position in your school district. I am a 20XX graduate of Salisbury University and I had the pleasure of talking to a representative at the Salisbury/UMES job fair. After this discussion and looking on the website, I firmly believe my skills and qualifications match your requirements extremely well. The chance to work for such a progressive school district is desirable to say the least.

I will be graduating in May 20XX with my Bachelor of Science in Elementary Education and a minor in Mathematics. I have completed two student teaching positions in my time at Salisbury. During this time, I offered enrichment, remediation, and hands-on activities to a diverse classroom. Also, I value individuality of students and plan differentiated lessons to meet the needs of all students. I worked with students of all ability levels and helped bring them to meet the Maryland Voluntary State Curriculum Standards. In addition, I believe that communication between school and home is vitally important in a child's education and that being a part of the community helps build relationships with the student and their families. The more involved the teacher is, the more involved the students will be.

In addition to my Bachelor of Science in Elementary Education, I have managed to acquire a minor in mathematics. I taught math in a third grade magnet program and reading in a fifth grade classroom. While conducting this internship, I realized that I truly enjoy not only elementary education but math as well. While a student at Salisbury University, I came to understand my ability to be analytical in various environments and utilize the many math skills that I possess. I have discovered teaching math can be fun and needs to be diverse and interactive for the students to be successful. I truly enjoy both elementary education and math and am excited about either position.

Once again, I am excited about the opportunity to work for your school district. I look forward to discussing my qualifications with you in the near future. Please contact me to set up an interview at your convenience. Thank you for your time and consideration.

Sincerely,

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