

Jordan Taylor-Smith

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Acme Corporation

RE: Career Change English Teacher

Dear Hiring Manager,

I am excited to apply for the Career Change English Teacher position at Acme Corporation, which I discovered through your careers page. With a strong passion for education and a unique background in communications, I am eager to leverage my skills to inspire and engage students in their English language learning journey.

In my previous role as a Communications Specialist, I developed and implemented a training program that improved the writing and presentation skills of over 100 employees across various departments. This experience honed my ability to tailor my communication style to diverse audiences, a skill I believe is crucial for teaching English. Additionally, I volunteered as a tutor for local high school students, where I successfully helped three students boost their English grades from C to A, utilizing interactive learning methods and personalized lesson plans.

I am particularly drawn to Acme Corporation's commitment to fostering creativity and critical thinking in English education. I am confident that my innovative approach to teaching, combined with my background in adult learning principles, will benefit your students. I would be thrilled to bring my expertise in developing engaging curricula and my enthusiasm for language education to your team.

Thank you for considering my application. I look forward to the opportunity to discuss how my background and skills align with the goals of Acme Corporation. I am eager to contribute to your team and make a positive impact in the classroom.

Sincerely,

Jordan Taylor-Smith