

Jessica L. Harmon

January 16, 2026

Acme Corporation

RE: Career Change Middle School Teacher

Dear Hiring Manager,

I am excited to apply for the Career Change Middle School Teacher position at Acme Corporation, as advertised on your careers page. With a strong background in project management and a passion for education, I am eager to transition my skills into a teaching role where I can inspire and empower middle school students to reach their full potential.

In my previous role as a project manager, I successfully led a team of diverse individuals to deliver critical educational resources to underprivileged schools. This experience honed my ability to communicate complex concepts in an engaging manner, a skill I believe is crucial for fostering a positive learning environment. Additionally, I initiated a mentorship program that paired students with professionals in various fields, resulting in a 30% increase in student participation in extracurricular activities. These achievements demonstrate my commitment to enhancing student experiences and my capability to create impactful educational initiatives.

I am particularly drawn to Acme Corporation's dedication to fostering a holistic learning experience and its innovative approach to education. I am eager to bring my organizational and leadership skills into the classroom, creating an inclusive and stimulating environment for all students. I look forward to the opportunity to discuss how my background and enthusiasm for teaching can contribute to the success of Acme Corporation's middle school program. Thank you for considering my application.

Sincerely,

Jessica L. Harmon