

# Sophia Anderson

January 16, 2026

Acme Corporation

RE: Career Change Preschool Teacher

Dear Hiring Manager,

I am excited to apply for the Career Change Preschool Teacher position at Acme Corporation, as advertised on your website. With a passion for early childhood education and a commitment to fostering a nurturing learning environment, I believe my diverse background and skills align perfectly with the needs of your preschool program.

Throughout my previous career as a marketing coordinator, I developed strong organizational and communication skills that are essential for a successful classroom environment. One of my key achievements was the implementation of a community engagement initiative that increased participation in our local programs by 40%. This experience allowed me to connect with families and understand the importance of building relationships, which I plan to apply in creating a welcoming atmosphere for both students and parents in my classroom.

Additionally, I volunteered at a local after-school program where I designed and facilitated interactive learning activities for children aged 3-5. During this time, I observed significant improvements in the children's social skills and their ability to work collaboratively. This hands-on experience confirmed my passion for teaching and my ability to adapt lessons to meet the varying needs of young learners.

I am eager to discuss how my unique background and skills can contribute to the success of Acme Corporation's preschool program. Thank you for considering my application. I look forward to the opportunity to further discuss my fit for the Career Change Preschool Teacher position.

Sincerely,

Sophia Anderson