

Sophia Chen

January 16, 2026

Acme Corporation

RE: Entry Level EsI Teacher

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level ESL Teacher position at Acme Corporation, as advertised on your careers page. With a strong passion for language education and a commitment to fostering an engaging learning environment, I am excited about the opportunity to contribute to your team and support students in achieving their language goals.

During my internship at Global Language Institute, I developed and implemented lesson plans that catered to diverse learning styles, resulting in a 15% increase in student engagement, as measured by participation and feedback. I also organized a language exchange program that paired ESL students with native speakers, which not only improved language skills but also built community and cultural understanding among participants. These experiences have equipped me with the necessary skills to create a positive and effective learning atmosphere for students at Acme Corporation.

I am particularly impressed by Acme Corporation's commitment to innovative teaching methodologies and its focus on student success. I am eager to bring my strong communication skills and creative lesson planning to your organization. I would appreciate the opportunity to discuss how my background, skills, and enthusiasm for teaching can align with the goals of your program. Thank you for considering my application. I look forward to the possibility of contributing to your esteemed institution.

Sincerely,

Sophia Chen