

# Jordan McKenzie

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Tutor

Dear Hiring Manager,

I am writing to express my enthusiasm for the Freelance To Full Time Tutor position at Acme Corporation, which I discovered on your careers page. With a strong background in education and a passion for helping students achieve their academic goals, I am excited about the opportunity to contribute to your team and support learners in their educational journeys.

In my previous role as a freelance tutor, I successfully implemented personalized learning plans for a diverse group of students, resulting in an average improvement of 30% in their academic performance within just a few months. One of my notable achievements involved working with a high school student who struggled with algebra; through tailored sessions that focused on her individual learning style, I was able to help her not only pass her course but also gain the confidence to tackle more advanced mathematics. Additionally, I organized an online study group that brought together students from different backgrounds, fostering a collaborative learning environment that led to higher retention rates and stronger community ties.

I am particularly drawn to Acme Corporation's commitment to innovative teaching methods and its emphasis on student-centered learning. I believe my experience in developing engaging and effective educational resources aligns well with your mission. I would love the opportunity to discuss how my skills and experiences can contribute to your team and help shape the learning experiences of your students. Thank you for considering my application, and I look forward to the possibility of discussing this exciting opportunity further.

Sincerely,

Jordan McKenzie