

Jordan Lee Smith

January 16, 2026

Acme Corporation

RE: Internship Online Teacher

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Online Teacher position listed on your careers page. With a strong passion for education and a commitment to fostering student engagement in a virtual environment, I am excited about the opportunity to contribute to Acme Corporation's mission of providing high-quality online learning experiences.

During my time as a tutor for a local non-profit organization, I developed and implemented interactive lesson plans for students ranging from grades 6 to 12. One notable achievement was successfully increasing student participation by over 30% through the use of gamified learning tools and personalized feedback mechanisms. Additionally, I collaborated with a team to create an online resource hub that provided supplementary materials for students, resulting in a measurable improvement in their performance on standardized tests.

I am particularly drawn to this internship because of Acme Corporation's innovative approach to online education. I believe my experience with diverse learning styles and my ability to adapt content to meet individual student needs will allow me to make a meaningful contribution to your team. I would love the opportunity to further discuss how my background and skills align with the goals of your organization. Thank you for considering my application; I look forward to the possibility of contributing to Acme Corporation.

Sincerely,

Jordan Lee Smith