

Emily Johnson

January 16, 2026

Acme Corporation

RE: No Experience EsL Teacher

Dear Hiring Manager,

I am excited to apply for the No Experience ESL Teacher position at Acme Corporation, as advertised on your website. With a passion for language education and a commitment to fostering inclusive learning environments, I am eager to contribute to your team and help students achieve their language goals.

Although I am new to the field of teaching, I have honed my communication and interpersonal skills through various volunteer roles, including tutoring underprivileged children in English. During my time at the community center, I developed personalized lesson plans that engaged students and improved their confidence in reading and speaking English. One of my proudest moments was witnessing a previously shy student deliver a short presentation in front of their peers, showcasing the progress they made through our sessions.

In addition to my volunteer experience, I recently completed a TEFL certification program, where I learned effective classroom management techniques and strategies for teaching English as a second language to diverse learners. I am particularly interested in using interactive methods, such as games and group activities, to make learning enjoyable and accessible. I am enthusiastic about the opportunity to bring fresh ideas and energy to your ESL program, while also learning from experienced educators.

I would love the opportunity to discuss my application further and explore how I can contribute to the success of Acme Corporation. Thank you for considering my application; I look forward to the possibility of working together to inspire and support students on their language learning journey.

Sincerely,

Emily Johnson