## Sample Elementary Teacher Cover Letter:

To,  
Mrs. Rebecca Williams,  
Principal,  
Oxford High School,  
Detroit,

1. 2nd June, 2014.Subject: Elementary Teacher Cover letter

Respected Ma’am,

In reference to the advertisement in the columns of Daily Times, dated 29th May, 2014 mentioning about the vacant position of a Math Teacher in your school, I would like to apply my candidacy for the said post. My resume is herewith enclosed with the letter for your reference.

My educational qualification comprises of a Bachelors’ Degree in Mathematics from the City High College. I started teaching young minds the subject of Math at the age of 23 and have been in this field for the past 5 years. In this excellent span of 5 years, I have been teaching students with all my will and strength. The results of the batch under me have displayed some really impressive records.

I believe in interacting with the students and I lay special emphasis on clearing the basic concepts. I also possess good interpersonal and communication skills which are must for this post.

I believe that my skills and qualifications will prove me an apt candidate for the post. Will look forward to have a positive reply from your end.

Thanking you in anticipation.

Sincerely,  
Robin Stacy.