



## CINDY SCIENCE TEACHER, M.S.

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October 24, 2008

Dr. Gerald Smith, Superintendent  
ABC Unified School District  
1010 District Way  
Somewhere, CA 99422

Dear Dr. Smith:

Please accept this letter of interest and enclosed résumé as application for the High School Science Teacher position currently available with ABC Unified School District. I believe you will find me to be a dedicated, flexible, and nurturing educator who is well qualified to provide the motivation and direction students need to successfully learn.

As you will note, my teaching style is direct and decisive, yet flexible in responding to constantly changing demands. I feel creativity and variety are excellent strategies to help grab and hold student's attention for increased participation in classroom activities. Throughout my career, I have had the opportunity to teach Biology and Chemistry to a diverse group of students in elementary and high school. I foster an exciting and engaging learning environment by utilizing hands-on activities, fun experiments, and real life connections. As well, I integrate various forms of technology, class discussions, and guest speakers. These strategies are useful for consolidating important concepts, showcasing Science in the local environment and working world, and encouraging active participation.

One of my greatest strengths is evaluating and meeting students' diverse needs. I assist students by researching and incorporating effective methods and materials, as well as providing individualized and after-school support. I also liaise with parents, promoting education in the home; and consult with fellow teachers on allocating beneficial resources and developing successful programs. In addition, I am currently acting as Team Leader of the school's Science Department, where I advise colleagues and collaborate with administration.

I welcome the opportunity to meet with you to discuss how my extensive experience and skills would benefit your academic program. Thank you for your time and consideration, and I look forward to hearing from you soon.

Sincerely,

Cindy Teacher

Enclosure