

Susie Smith
5565 Something Street
San Diego, CA 92110
Cell: (555) 555-5555
ssmith@hotmail.com

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Laura Gomez
Sunny-Side-Up Preschool
1111 Happy Avenue
San Diego, CA 92111

Dear Ms. Gomez:

I am eager to apply for the preschool teacher position at Sunny-Side-Up Preschool, which I learned about from your former teacher, Joe Smith. As a recent graduate of San Diego Mesa College with an Associate of Science Degree in Child Development I welcome the opportunity to begin a teaching position where I can apply my instructional abilities, and my strong people and leadership skills to further the success of children in my class.

I believe that the invaluable opportunities I have gained from my internship experience make me an excellent candidate for this position. I have strong instructional abilities and leadership skills which I developed through my student work experience at Nine-to-Five Preschool Care. While facilitating small groups I helped to increase vocabulary development through activities using picture cards. During story time I enjoyed playing classical music to define the themes of the stories. I also had the opportunity to lead instruction of lessons including hands-on activities in math and science.

My strong people skills are evident in the present leadership position that I hold as Director of Kid's Club at Sun and Surf Club in San Diego. I successfully lead a staff of twelve counselors and care for fifty to sixty children on a daily basis. Throughout the summer I interact with the parents to inform them of the weekly schedules as well as the policies and procedures of the Kid's Club program. I also meet with parents to discuss their concerns and the medical histories of their children. This position allows me to use my instructional abilities to plan and prepare daily activities that are not only fun but are also educational, such as science experiments, trips to the Reuben H. Fleet Space and Science Center and the San Diego Zoo.

I look forward to meeting with you to further discuss my qualifications. Thank you for your time and consideration.

Sincerely,

Susie Smith

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