

Emma A. Plicant

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Anna Smith
Hiring Manager
Learning Company
2345 Business Park
Elsewhere, USA 12346

Dear Ms. Anna Smith,

In response to your online job notice, I am writing to apply for the position of English Tutor at the Learning Company. I believe my passion for education and many years of experience supporting students as a paraprofessional would make me an ideal fit for this post.

I've worked as a tutor since high school, and in 2020, I won the Tutor of the Year award with Smart Company, where I worked as professional tutor throughout college. This award recognized my students' consistently strong results on the SAT and ACT. What I discovered early on as a high school tutor is that I enjoy and have a talent for helping students break down tasks that they find overwhelming into manageable components that they can quickly complete. As a college student, I had opportunities with Smart Company to improve as a tutor through lesson-planning workshops, classroom observations, and career mentoring.

The Learning Company prides itself on providing high-quality, creative, and engaging tutoring sessions to students. This pairs well with my approach to education: it is a partnership between the student and me that works best when everyone is curious and open-minded. I am eager for the opportunity to contribute to your team and to the success of your students as an English Tutor.

Please see attached my resume and sample lesson plans. Thank you for considering my application for the position of Tutor, and I look forward to hearing from you soon.

Sincerely,

Emma A. Plicant
English Tutor