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I would like to apply for a job of an English teacher in your school. I had been working in a private one for five years before, but the school had to close and my ex-boss gave me your contacts to connect you. I was interested in this offer and looked into the concept of your company in more details. The general atmosphere and the idea have inspired me to write this letter to you. Moreover, I find your conditions are promising and comfortable for me. As for me, I will give all of me to the work.

I graduated from the Prague Pedagogical University where took additional English courses and had good results. Also, I lived in another country during the education and talked to citizens like a native speaker. So, I know a few English secrets and I can teach others to use them with pleasure. I have been teaching children since the second course and all my alumnus have already achieved everything they want in English. Besides it, I have the skills in speech therapy, so, almost all my students do not have any problems with their pronunciation. I studied it with a perfect specialist who helped me to improve the skills.

I really hope we will work together, but some of the details are causing several questions. Can you tell me how many hours an English teacher works in a week and what age of children is? I am also intertwined in equipment of the office. Should I buy anything for it? And what documents should I provide? I will send you my portfolio to go into details about my skills, education and experience. If you are interested in me, you may invite me to an interview at any time. Thank you for your attention!

Yours faithfully, Ekaterina Izotova