

Emily Employee
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April 30, 2008

Mrs. Darcy Director
School Director
Sunshine Smiles Preschool
1425 Live Oak Blvd.
Yuba City, CA 95991

Dear Mrs. Director:

In response to your recent advertisement, please accept this letter in application for the Teacher's Aide position currently available within your school.

As you can see from my enclosed resume, I am a junio at River Valley High School and will graduate in May of 2009. I gained experience for this position while working as a babysitter. It has provided me a great opportunity to learn various facets of caring for children. My outgoing personality and experience with children make me an excellent candidate for this position.

I would appreciate the opportunity to discuss my skills with you at a mutually convenient time. Thank you for your consideration.

Respectfully yours,

Emily Employee

Enclosure: Resume