

School Cover Letter

970 Drema IslandsPort Mitchel, MA 18227

Dear Armani Schneider,

Please consider me for the school opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for leadership and support in the development of online programs and related curriculum development and review.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Commitment to continuous professional development and training
- Demonstrated understanding of standards-based teaching and assessments, and models of unit planning
- Strong computer literacy, especially Microsoft Office (Outlook, Word, Excel)
- Experience with diverse populations of students (including those at risk of failure), parents and families preferred
- Previous custodial experience in a school or professional setting preferred
- Need at least two professional references
- Valid BLS/CPR card (We cannot accept online obtained BLS/CPR cards)
- Demonstrated success managing a multi-dimensional annual giving program

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Gray Goodwin