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October 9, 2014

To Erkan Günaydın

Özel Neşe Erberk Anaokulu

Merkez/ TRABZON

Dear Erkan Günaydın

I am writing in response to your advertisement for an English teacher at Özel Neşe Erberk Anaokulu. Please find my CV summarising my education, experiences, skills, interests.

I have been looking for a job which let me use my English knowledge like this one. I am disposed to do this job, and I believe I have these skills you need. As a student at Department of English Language and Literature I know English in upper-intermediate level. I have been studying on English for six years. I passed one-year intensive English programme focused on writing, speaking, listening, reading skills and grammar. I can speak English fluently with good pronunciation and understand speech of a native speaker.

Provide me with a reference

I am currently a student at department of English Language and Literature at KTU. I got a lot of work experiences in advance. I tutored for students in secondary schools in several times as I stated in my CV. I also have looked after many childrens for years, so I have all knowledges what is required for a child. In addition, I enjoy spending my time with childrens and teaching something to them. I assert I have all abilities and responsibilities to look after children.

I look forward to hearing from you

Your sincerely