

# Beverley Gonzalez

High School English Teacher  
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## FRANCIS WILLIS

Principal  
Abraham Lincoln High  
(987) 654-4321  
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Dear Mr. Willis,

Last year, 95% of my students achieved their predicted grades, with 40% exceeding their targets by at least one grade. I hope to support students at Abraham Lincoln High to make the same outstanding progress to maximize their life opportunities.

With 12 years of teaching experience and three years acting as English Subject Leader, I believe that the inclusive and purposeful ethos of Abraham Lincoln High is the ideal environment for me to share my expertise with colleagues and ensure excellent outcomes for all students, including those with SEN.

I know you are looking for an English Teacher with extensive knowledge of the curriculum and experience training new practitioners. Some of my previous achievements include:

- Training students and newly-qualified teachers to develop their subject knowledge, improve classroom management, and deliver outstanding English lessons
- Designing challenging and inspiring schemes of work that are inclusive to students with SEN or English as an additional language
- Developing and running a broad range of extra-curricular activities such as chess club and trivia team

I would be delighted to arrange an interview to talk about how my skills and experience can help Abraham Lincoln High further increase its already excellent results for English students. Please let me know when it would be convenient to meet.

Best regards,

*(Insert Signature Here)*

**BEVERLY GONZALEZ**

P.S. I'd also like to discuss how I maintained consistently high results for my students during the COVID-19 outbreak.