

**NAME**

Address, City, State ZIP · Phone Number · Email Address

Date

Name (if known)

Title (if known)

Company Name

Address

City, State ZIP

Dear \_\_\_\_\_,

I am a freshman and am writing to apply for the Math Tutor/Grader position that is posted on Career Central for on campus employment. As a Middle Childhood Education major and aspiring math teacher, I feel this position is a good match for my career goals.

During my time in high school, I was an honor student and completed AP calculus. I worked in our learning center to assist other students who were struggling with math. I was able to help with different subjects, including algebra, geometry, and trigonometry. I found this to be rewarding and would love to have the opportunity to continue to tutor my peers.

I hope to meet with you to further discuss the Math Tutor/Grader position. Please contact me with any questions you may have. Thank you for your time and consideration.

Sincerely,

Student Name