Dear Sir or Madam,

Your advertisement in 'The Time news’ for the position as a teacher sparked my interest. Please find the details of my application for the position in the enclosed resume and let me briefly explain how I can contribute to your department.

With over 15 years of experience in teaching English and French in Paris, Norwich and Inverness, I believe my qualifications would match your requirements. In my current position I manage a team whose main purpose is to find the best way to teach different languages to young pupils. My superiors and the students' parents have recognized that I have found an easy method which develops my students' skills.

I would define myself as serious and dynamic, I am able to relate well to people and believe it is time for me to move to a university like yours in order to pursue my teaching career and to bring my best to your students.

If you are interested or if you have any questions I am available for a recruitment interview. I thank you for taking the time to consider my resume and I am looking forward to hearing from you soon.

Yours faithfully.