Seth Roback

5250 McPhail Drive

Adrian, MI 49221

April 29, 2013

Mrs. Susan Smith, Director

Leaping & Learning Day Care

954 Bradish Street

Adrian, MI 49221

Dear Mrs. Smith:

Please consider me as an applicant for a part-time teaching assistant in your preschool classroom. My friend who has a child in your preschool informed me about an opening for an additional staff member.

The opportunity to work with children is something I would love and would enjoy more than just sitting on the sidelines and watching them grow up. During my time at the LISD TECH Center, my instructor prepared me with a basic understanding of the development of early childhood through teenage years. I have studied various topics such as special education, the multiple intelligences and brain development. I also learned how to make lesson plans and presented them in front of a real classroom as part of the curriculum that I have followed for the past two years of this class.

May I have an opportunity to meet with you and discuss my qualifications for this part-time job? Please contact me on my cell phone (517)-759-8173, between 6-10 weekdays or anytime on Sundays, or email me anytime at robacksethj@live.com.

Sincerely,

Seth J. Roback

Enclosure