Dear Hiring Manager,

I am writing to express my interest in the OSHC (Outside School Hours Care) position. I hold a **Bachelor’s degree in Teaching Chinese as a Second Language** and have over **three years of experience teaching Chinese in junior and senior high schools**. Currently, I am studying a **Graduate Diploma in Early Childhood Education** in Australia and am passionate about supporting children’s development in a safe, inclusive, and engaging environment.

My previous teaching experience has equipped me with strong classroom management, communication, and behavior guidance skills. I enjoy working with children and always strive to create a positive and respectful learning atmosphere. I am also a proactive and collaborative team member who values clear communication and consistency when working with children, families, and colleagues.

I am enthusiastic, reliable, and quick to adapt to new environments. I currently hold a valid **Working With Children Check**, and I am willing to complete any additional training required, such as First Aid or Child Protection.

I am excited about the opportunity to contribute to your OSHC team and bring both my educational background and my commitment to child wellbeing to your program. Thank you for considering my application. I would welcome the opportunity to further discuss how I can support your team and the children in your care.

Warm regards,  
**Lisa Feng**