

Bisceanu Daniel Hanoi, Vietnam bisceanudaniel@gmail.com +84 18687153248

[Date]

Hiring Manager International Language Coaching Inc.

Dear Hiring Manager,

I am writing to apply for the position of English Language Coach (Online, Fixed Schedule) with International Language Coaching Inc. I bring more than six years of teaching experience, both in classrooms and online, working with learners of different ages and backgrounds. Throughout this time, I have developed a structured yet flexible teaching style that helps students not only improve their English skills but also gain the confidence to use the language effectively in real-life situations.

In my current role as an independent English teacher, I design personalized curricula and manage every aspect of the learning process, from scheduling and lesson planning to assessment and feedback. This experience has strengthened my ability to adapt to individual goals, whether that involves building conversational fluency, preparing for exams such as IELTS, or developing grammar accuracy. Previously, at Native X English, I taught students online using platforms like Zoom and ClassIn. I made use of interactive tools to keep lessons engaging and to create an environment where students could practice actively and make steady progress.

Earlier in my career at Apollo English and Popodoo English Centre, I worked with children and teenagers in classroom settings. These years taught me the importance of patience, clear communication, and creativity in lesson planning. They also gave me the ability to adjust quickly to different learning styles and needs, a skill that continues to serve me well with adult learners.

What draws me to International Language Coaching is the focus on consistency and professional coaching. I value the stability of a fixed schedule, and I am committed to maintaining reliability and professionalism in every lesson. I believe my experience, TESOL/TEFL certification, and ability to foster both competence and confidence in learners would make me a strong fit for this role.

Thank you for considering my application. I would welcome the opportunity to contribute to your team and support your learners in achieving their communication goals.

Sincerely, Bisceanu Daniel