No. 20, Joekaiye Street,

Aiyeteju-Quarters,

Kabba, Kogi State.

11th May, 2017.

The Management,

Silver Valley International Schools,

Opposite Kabba General Hospital,

Kabba,

Kogi State.

Dear Sir/Ma,

**Ref: SVIS/JA/HT/2017/01**

I am interested in the position of a head teacher as advertised online. I am a graduate of Ahmadu Bello University, Zaria (B.Sc. Geology) and also a postgraduate student in hydrogeology, Ahmadu Bello University, Zaria.

I am one of those who want to be part of the management team of the above named institution to achieve an educational growth of the best education. I am once a head teacher, an exam officer, class master and class teacher at Wise Virgin Schools, Kabba.

I have four (4) years of teaching and leadership experience. Having being involved in varieties of training programs and seminars in teaching and management, I have developed a comprehensive understanding of teaching coupled with leadership skill.

I have skills and capabilities that enable me to make significant contribution to an institution such as your own. I am also accommodative in sharing of ideas, knowledge and experiences.

Attached with this application letter is a copy of my curriculum vitae for your perusal.

Thanks in anticipation; I look forward to hearing from you.

Yours Faithfully,

**Ojo, Francis Tunde**

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