

Childcare Worker Sample Cover Letter

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[date]

Murray Fogarty

Managing Director
Greenview Childcare Centre
17 Example Street
Greenview QLD 3000

Dear Mr Fogarty

Re: Childcare Worker position

I am writing to apply for the Childcare Worker position advertised in the *Greenview Telegraph* on 2 November.

I have worked in a childcare centre for the last 20 months and found it a very rewarding experience. In my current job I have particularly enjoyed developing the play curriculum and planning and implementing sporting and craft activities for the children at Plainview Out Of School Hours (OOSH) Centre. Some of my successful activities have included the rotating sporting activities at the 'OOSHlympics' and the diary-making day and pottery day.

My social and friendly nature means I have a knack of connecting with children and adults from diverse backgrounds and I value the task of building community involvement, which I see as part of working in childcare. Child safety is always at the forefront of my mind and I am cool-headed in stressful situations.

I have a first aid certificate and a current Blue Card and police check. Attached please find my resume. Let me know if you need any more information.

Yours sincerely

[sign here]

Katie Schultz