
Gregory S. Lopez

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14th March 2017

Destry Brown

Superintendent Schools #usd250
510 Deill Street
Pittsburg, Kansas 66762
620.235.3100

Dear Mr. Brown,

1st Paragraph - Introductions, job position.

My name is Greg Lopez I am applying for the Technology Education position at Pittsburg High School. It was nice to meet at the job fair at Pittsburg State University in January

2nd Paragraph - Highlight your education or skills

I received my Bachelor of Science degree at Fort Hays University in 1981. Received certification in Construction and World of Manufacturing to able to Teach Technology Education in 1983. I have of over 19 years of experience teaching middle school Technology Education. I feel I am qualified to teach at the High School level.

3rd Paragraph - Highlight accomplishment and closing.

I am proficient in Teaching Autocad and Drafting. I received numerous leadership awards at PCMS, while Technology Student Association Advisor. I am looking forward to hearing from you on the future, enclosed is my resume. I am available for an interview anytime.

Sincerely,

Greg Lopez