

September 16, 2018

To whom it May concern:

I would like to express my strong interest in your Department Assistant job opening. I am a mother of three beautiful children; Destiny Sky (18 years old) is diagnosed with Autism Asperger, my son John (16 years old) is diagnosed with Autism PDD/NOS and my baby girl Yoviely Isabella (6 years old). I'm sure I am an ideal candidate for the position. My extensive experience in the special education field and working directly with the community would make me a strong Department Assistant at CORA Services.

I have been working in special education for over twelve years. I have taught, coordinated and conducted training sessions for parents & professionals on special education issues. Served as a Special Education Advocate. Developed a positive, professional image within the Philadelphia Public System and Medical/Mental Health field through advocacy and training. Counsel parents of children with disabilities on their child's educational needs & rights. Worked in IEP Meetings, helping Parents & Professionals.

My years of experience have taught me the value of patience and encouragement in the special education field. I have the knowledgeable of the individuals with Disabilities Education Act (IDEA'04), NCLB, Chapter 14 – PA Regulations and Standards, & Every Student Succeeds Act (ESSA). I developed a framework for reaching underserved Spanish-speaking communities throughout Philadelphia and others PA counties. I have strong networking skills and experience in community outreach, training and/or related field.

I want to thank you in advance that you might consider me for this position and the opportunity to apply to it. I have attached my resume and the requested references. I am prepared to do this job to the fullest; I have the experience and quality of work that needs your agency. If you have any questions or need reference, please feel free to contact me (267) 339-9872 or yova1014@gmail.com.

Respectfully yours,

Yovana Bustamante