

Susan Ahlin

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September 26, 2020

Ms. Mary Walker-Heulsman, Director
Maine Community College Career Center
2745 Moose Way
Nowhere, Maine, 04477

Dear Ms. Walker-Huelsman:

I am seeking a position in which I can use my therapy and communication skills. My education and experience, outlined in the enclosed resume, includes an Addiction Counselor certificate from Maine Park Community College.

With a permanent position as my goal, I hope to use the Maine Community College Career Center to secure a temporary job. I can be available for a flexible number of hours or days and am willing to work in a variety of business and organizations.

As my resume illustrates, I have excellent therapy skills. I am an honor student at Maine Park Community College and have outstanding references. In addition, I have part time work experience as a group therapy leader, where I perform the following activities:

DBT	Dialectical Behavioral Therapy
Motivational Interviewing	Gently guide conversation
Empathy	Relate to my fellow humans

You can contact me by email at susan.ahlin@outlook.com or by telephone at (207)-852-3383. I am available for an interview at your convenience.

Sincerely,

Susan Ahlin

Enclosure