

CONNIE CARELOTS

111 Devine Road, Wausau, WI 54401
(715) 355-5555 Home ▪ concare@ctt.net

August 30, 2005

Mr. John Little, Dean
Wisconsin State Hospital Services
P. O. Box B
Wausau, WI 54476

Dear Mr. Little,

One of my favorite quotes is: "Far and away the best prize that life offers is the chance to work hard at work worth doing." – Theodore Roosevelt, former U. S. President.

This quote is especially meaningful to me. It's the foundation of my desire to help others through counseling. I have counseled clients with what seem to be insurmountable problems. Yet, we both know of "success" stories, cases where clients have turned their lives around. I want to be a part of the team effort in just such "success" stories.

With a recent master's degree in Counseling and experience in substance abuse and food addiction counseling at The Treatment Center – Outpatient Services in Kimberly (see résumé enclosed), I have demonstrated an intuitive assessment ability and the high energy and communication skills necessary to achieve positive results.

My professional qualifications include:

- M.A. Counseling and Personnel Services, The University of Wisconsin 2005
National Honor Society Member and GPA 3.8
- National Certified Counselor, National Board for Certified Counselors
- Two years of direct experience in substance abuse/addiction counseling and general counseling in life skills, employment and family issues.

I will call your office next week to arrange a mutually convenient appointment, if that seems advisable to you, to discuss employment possibilities and job leads. I would appreciate your keeping this inquiry confidential. Thank you in advance for your consideration.

Best regards,

Connie Carelots
Enclosure