

Shirley A. Professional

400 West First Street, Chico, CA 95929 – (555) 555.5555

shirleyaprofessional@internet.net

March 22, 2016

Amy Employer
County of Yolo
Human Resources
625 Court St., Room 101
Woodland, CA 95695

Dear Mrs. Employer:

In response to your county's advertisement regarding the social work practitioner position, I am enclosing a resume for your review. In May of this year I will complete my Masters degree in Social Work (MSW). Upon graduation, I would enjoy returning to Yolo County to work with your team. I spent many of my childhood years in Woodland, and I feel connected to the area and the population.

I have extensive knowledge of human development, and I have experience working with children and families. I have worked collaboratively with primary caregivers, school professionals, healthcare professionals, and other counselors to create service plans, increase family communication, and promote safety for children.

My current internship is with Butte County Behavioral Health (Chico Community Counseling Center). This county position has provided a clinical setting to perform individual, family, and group counseling. I am confident my knowledge of family systems, the DSM-5 mental health diagnoses, and my understanding of state and local laws and regulations would make me an excellent addition to your team.

Thank you for your time and consideration.

Sincerely,

Shirley A. Professional
Enclosure: resume