July 16, 2020.

The Chopras Global.

Dear Ma'am/ Sir,

My name is Aditya Srivastava and I'm pleased to be applying for the current position at The Chopras Global. I was ecstatic to find this opening at your official website and feel that my skills and studies make me a perfect fit for the role.

Recently I completed my Post graduation in Counselling Psychology program from Amity University in year 2020. I am having strong knowledge about counselling skills, career counselling, educational/ academic counselling, etc. I have also written thesis entitled "effect of work environment on optimism, flow and job satisfaction among government and private sector employees." furthermore, I am having practical knowledge about counselling. I did 60 hours training and got supervised in cognitive behavioural therapy and rational emotive behavioural therapy.

Some highlights from my relevant experiences include:

* Practical knowledge about counselling,
* Writing thesis report,
* Planning career counselling,
* Excellent knowledge on MS word and MS Excel,

I've enclosed my resume, which further details my education and experience. I look forward to the opportunity to discuss my skills and qualification in person at your earliest convenience. Please reach me by my email (aditya.sri29@yahoo.com, aditya.sri29@outlook.com) or by phone (91- 8081718971). Thank you for your time and I look forward to hearing from you very soon.

Sincerely,

Aditya Srivastava.