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## Drug Alcohol Counsellor Resume

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### Job Objective

Pursuing the opportunity to enhance my career and use my skills to their fullest by securing a Drug Alcohol Counsellor position with reputable company.

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### Highlights of Qualifications:

- Extensive experience of performing assessments and providing counseling to individuals with drug & alcohol issues
  - In-depth knowledge of crisis intervention, de-escalation, and group therapy practices
  - Remarkable knowledge of motivational interviewing and appropriate community resources
  - Familiarity with government-approved regulations pertaining to residential Alcohol and Drug Treatment
  - Ability to communicate with public, medical personnel, police, and co-workers, effectively
  - Ability to complete and maintain records and paperwork, correctly
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### Professional Experience:

Drug Alcohol Counsellor  
Community Health Services of Lamoille Valley – Morrisville, VT  
August 2012 – Present

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### Responsibilities:

- Delivered on-call consultation and performed crisis intervention, as required.
  - Conducted and conducted individual and group counseling of clients with AOD issues.
  - Oversaw and assisted in AOD abuse treatment and case management activities.
  - Planned an executed AOD based public relations activities and outreach programs.
  - Prepared and maintained client-specific records, accurately and in a timely manner.
  - Attended professional training programs and participated in staff meetings.
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Drug Alcohol Counsellor  
JEVS Human Services, La Crosse, WI  
May 2009 – July 2012

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### Responsibilities:

- Conducted and managed the drug education program, as assigned.
  - Performed initial screening of clients and conducted their psychosocial evaluations.
  - Managed AOD cases, made client referrals and provided aftercare recommendations to the clients.
  - Provided ad coordinated individual and group counseling and education to clients, on AOD.
  - Prepared and maintained accurate client notes, reports, and other documentation.
  - Planned discharge of clients and assisted with preparation of discharge summary.
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### Education:

Bachelor's Degree in Alcohol and Drug Abuse Counseling  
Randolph-Macon College, Ashland, VA

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