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February 03, 2024

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Dear HR Programme Manager,

I am a second year LLB Law Student at Maynooth University. Prior to commencing my studies at Maynooth University, I completed one year in Higher Certificate in Arts in Legal Studies at South- East Technological University in Waterford. I am applying for the Legal Summer Internship in ByrneWallace LLP.

As you will see from my CV, I possess excellent communication and interpersonal skills and work well as part of a team. These skills will be an asset to me and the firm when working with other solicitors, interns, associates and mentors within the firm.

I am interested in corporate law as it is intellectually challenging, which enables me to work with diverse law firms and broaden my understanding of business strategies increasing my skill set. As someone who is dedicated to developing my professional skills and experience, I believe that a summer internship at Byrne Wallace LLP will greatly enrich my experience working in a professional environment as they offer a challenging and dynamic environment which will develop my skills to my full potential.

As I am applying for the summer internship, I am currently participating in the Arthur Cox Advance Programme which mentor’s university students from a minority background who are interested in a career in law and allows me to build up on my skills attained during Orientation Day. I attended the William Fry Application Insight Event which was run by the Diversi Fry Committe in 2022. I would willingly train to enhance my work opportunities within your law firm during this summer. If successful with this application, you will find that I am very reliable, punctual and extremely hard-working.

I would appreciate the opportunity to meet with you to discuss my application in more detail. I would be available for interview any time from March to May.

Yours Sincerely,

Abigail Lubombo Kunabo Mutuaya