

Albert Allaraj

Maynooth University Student:

- **Personal Info**



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January 27th, 2024

HR Manager

Byrne Wallace,

88 Harcourt St,

Saint Kevin's,

Dublin 2, D02 DK18

RE: Summer Internship

Dear HR Manager,

I am really interested in the summer internship that ByrneWallace is offering. I am currently a second year student attending Maynooth University, studying Law and Business and I would really appreciate an opportunity to expand my skills in Law as well as Business. I learned about this position through Maynooth University as well as through ByrneWallace's website. From my research I have also learned that ByrneWallace has an excellent reputation for their work Leadership and is committed to creating a diverse workforce, and I am assured that my academic background and personal experience could be beneficial to your work environment. I am an excellent team player and work well in group projects. As you can see from my CV, I have retained and proven interpersonal and team skills having worked in diverse settings. Completing a level 5 Degree in Business and Finance and a level 6 Advanced Degree in Business where corporate law was a subject I really liked studying allowed me to have a sense of what law is and inspired me to continue expanding my knowledge in that field. I have enclosed a resume highlighting my education and work experience, I hope to have the opportunity to interview with you about a summer position. Thank you in advance for your time and consideration.

Sincerely,

Albert Allaraj