# Ciara Rooney

## Legal Internship at Byrne Wallace LLP

Dublin 11

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Dear Hiring Managers,

I am applying for a legal internship role in your company. I believe my previous experience and skills gained make me a great candidate for this position, and I believe it would be a great opportunity for me to grow professionally.

I am currently in my final year of my bachelor's degree in International Relations in Dublin City University, and I am eager to gain experience in this field.

As well as my degree, I spent last year working as an intern with the Courts Service. There, I perfected documents for Court, assisted in maintaining files as per case requirements, and was in charge of organizing new cases for solicitors. Additionally, I helped in dictating documents such as Court attendances and Statement of Facts. In my year there I learned a lot about the legal field and gained a deeper understanding of the career path I want to pursue.

I am a very detailed person and really enjoy working in a team. I am very motivated to learn new skills and I work well in different environments.

Thank you for your time and consideration, and I hope to speak with you soon.

Yours faithfully,

Ciara Rooney