Grangebeg,

Raharney,

Co.Westmeath

N91CD88

085 119 2434

Manager of Summer Internship Programme

88 Harcourt St,

Saint Kevin's,

Dublin,

D02 DK18

Re: Summer Internship

Dear Sir/Madam,

I hope this letter finds you well. I am a second-year college student studying Law at Trinity College Dublin. I am currently searching for an internship that can provide challenging work in a fast-paced environment, giving me the opportunity to apply my analytical skills in a meaningful way. Having heard from my fellow students that your firm is offering such an internship, I would like to apply for this role.

As a worker, I am passionate, hard-working, and friendly. I am experienced with handling vast quantities of documentation and have a keen eye for detail. I can prioritize tasks effectively and use a critical approach when dealing with novel problems based on ascertaining the issue, gathering as much information as I can on it, and then ascertaining the best solution for the problem. I can work efficiently by myself or with others and will support clients and meet all of this job's requirements to the highest degree. Further details will be included in the CV accompanying this message.

Should you have an interest in taking me on, please contact me via email, or the phone number or address above.

Thank you for your time,

Yours faithfully,

Cormac Ó Fearghail