

Donna Hayden

Castleview House, Bella, Collooney, Co. Sligo, F91 W1C6, Ireland
+34 663 590 350, Dhayden.ieu2019@student.ie.edu
www.linkedin.com/in/donnahayden5

To Whom It May Concern,

I wish to apply for ByrneWallace's internship programme commencing in June 2023. I am currently a 4th-year dual degree student of Bachelors in Law (LLB) and Business Administration (BA) at IE University Madrid, with expected graduation in June 2024.

Through my simultaneous study of the two degrees, I have learned to work well under pressure where multitasking is crucial. This environment has also taught me the importance of time efficiency with tight deadlines, as well as the symbiosis of both law and business in a legal working environment where the understanding of business concepts applicable to law is crucial.

I gained experience in the legal sector through my internship with TLS Solicitors in London, where I dealt with real cases and completed internal tasks of disputes and litigation. Having completed business related internships in the past, this insight into a legal environment further enhanced my dominating interest in the legal sphere. The opportunity of being surrounded by other legal working professionals and the satisfaction of completing tasks related to disputes, inspired me to pursue a professional career in law.

I also took the opportunity to participate in the open access Baker McKenzie Dispute and Litigation Program online, where I gained valuable information about the necessary tasks of communication related to dispute resolution and litigation. As a part of this online project, I learned the importance of appropriate and clear communication when in contact with both clients and other firms. This was done through both written methods such as emails as well as vocal methods such as voicemails or phone calls.

I believe this position is an opportunity that would help me gain many new skills and experience from accomplished lawyers with distinct backgrounds, and in return allow me to contribute my skills and expertise, including my fluency in Spanish, to ByrneWallace. Additionally, this internship would complement my studies and help me advance in my aspirations of working as a lawyer in a distinguished law firm.

Please find my resume attached, and do not hesitate to contact me with any further questions.

Yours sincerely,

Donna Hayden