

# FELICIANO ORANI JR

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Dear Hiring manager,

With utmost enthusiasm, I would like to express my interest as a summer intern. Currently pursuing a Master of Laws (LLM) in EU Law and Public Affairs at University College Dublin, and a Bachelor of Law graduate at Dublin Business School. Truly, I am delighted by this opportunity for I believe this internship will help me grow and expand my horizons.

I have variety of experiences working in the legal field including legal executive at Robert Emmet Bourke & Co Solicitors where I deal most of court litigation, commercial and personal injury cases; Judicial Intern at the Supreme Court of Ireland, where I was assigned to Ms Justice Iseult O'Malley and learn more about case managements, application to judicial review, legal research for judgments, and be a judicial assistant; and legal and consular officer at the Philippine Consulate Dublin where I provide consulting, legal assistance, notarial, and administrative responsibilities.

As a candidate, I could immediately bring the following characteristics to your company,

- **Providing legal assistance** – as a legal executive, I assist, create, and revise legal documents that are needed for hearings such as making booklets for barristers, and assist solicitors to any documents that are needed such as compiling and note taking.
- **Legal Research** - as being an intern at the Office of the Chief Justice and being legal executive. This gain my knowledge in case management systems and legal research skills in any areas of law.
- **Executive Assistance** – as a judicial intern to a Supreme Court judge and personal assistant of the Philippine Consul a.h. to Ireland. This providing assistance involves time management skills, attention to detail, and ability to multitask and prioritise tasks.
- **General and Administrative** – these responsibility includes emails, clients service, paper works, calls, and drafting. This skills I enhance from working in the legal field.
- **Oral Communication skills** – as an international working in the legal field, this skills is the most challenging yet most rewarding. This skills help me to communicate effectively to colleagues, fellow law students, lecturers, and clients. In addition, as a legal executive, I provide translations to the Filipino nationals that seeks for legal interpretation.
- **Effective critical thinker** – with my experiences in the legal field including working in a legal firm and government institutions, this help me to gain valuable insights on how to think critically.

While my resume provides history of my experiences, there is considerably to talk about. I look forward to hearing from you. Thank you.

Yours truly,

Feliciano Orani Jr