Dear Graduate Recruitment Manager,

My name is Jakob Miller, and I am writing to you to apply for a place in ByrneWallace’s 2024 Summer Intern Programme. I am a final-year Business & Law student at University College Dublin, on track to receive a high 2:1 grade.

My two biggest strengths are my communication and interpersonal skills, developed extensively over the last two and a half years in my role as an Executive Assistant for Big & Bright Ltd, one of Ireland’s foremost talent management agencies. I was offered this role after impressing as an intern in 2021. This job afforded me opportunities to engage with clients and businesses daily, honing my negotiation and business development abilities. Given the nature of the job, strong time-management and organisation have been vital in finding a balance between work and academics; and most important – succeeding in both.

This past summer, I completed a ten-week internship at Phillip Lee LLP, a Dublin-based corporate law firm, where I worked across the corporate and media departments. My time here deepened my ambition to pursue a career in law, an ambition that is driven by a passionate curiosity in the industry and a genuine interest into the work done by solicitors. I am always eager to deepen my knowledge of the legal world, often reading articles on Irish Legal News and Lexology. I also enjoy working with clients, and more so, seeing this work benefit them. My internship culminated with excellent feedback, highlighting my attention to detail, problem-solving abilities, and comprehensive understanding of legal issues. All valuable traits for a successful career in law.

ByrneWallace stands out to me, not only for advising on some of Ireland’s most significant M&A deals, such as the sale of Boojum to Azzurri Group, but also for its Corporate Responsibility Programme, and social events for trainees. Coupled with the opportunities to learn first-hand from the best solicitors in the country, ByrneWallace is the firm where I aspire to propel my legal career. If given the opportunity, without doubt, I would prove myself to be a professional lawyer, and endeavour to contribute to the overall success of the firm. I believe this is what makes me a strong candidate, and I would warmly welcome the opportunity to interview for a place on the 2024 Summer Intern Programme.

Thank you for your time and consideration.

Yours sincerely,

Jakob Miller.