Dear Hiring Manager

My name is Katerina Tugulea, and I am an aspiring final-year undergraduate law and business student, who aspires to pursue a career in the legal field. I am applying for your trainne programme as I am highly interested in a career in the business sector. Your company strives on delivering the best service and support for your clients, as well as supporting your employees and creating an innovative and warm environment, whilst aiming for your goals. When I saw the efforts, your company has made in aiming to become better, it has inspired me to do the same and strive to develop my knowledge in the legal field as well as coming up with more innovative approaches when it comes to my university work and how I think daily.

It made me realise that I want to work in this type of environment, not only to expand my knowledge but to also enhance my endurance and develop my capabilities to reach its highest potential and beyond it. With this opportunity I want to expand my ability from simple university task work to real relevant problems and make an important impact. I had the immense opportunity to interact with some of the employees, and I was thoroughly moved and inspired by everyone within your firm, and I knew that that’s where I want to broaden my skillset and work under. Your passion for your sectors moved me, even more when I saw how you pride on inclusivity and creating a warm environment by holding events, as well as how modern and entrepreneurial you are. I felt that that aligned with my own beliefs, and I would adore to be a part of your firm’s mission since I am part of the student council and president of the OUTLaw committee and I feel that I could learn and bring forth many exciting ideas. As well as this I was awed on how much you strive in bettering not only your company but the community as well and are deeply involved in promo bono work and charity work which moved me. I am confident that I will strive in this role as I always aim to work hard, whether it is in group projects or roles in schools, I always try to create an impact and learn more; given my participating in law debates, competitions, societies, managing events etc. I believe that with this opportunity I can truly broaden my abilities and enhance my legal skills to their fullest. As your firm is passionate about innovating, I know that I could truly strive in this environment, given my extensive background in managing, leading and hefty experience in diverse areas. I am truly excited in being a part of high-profile cases and being able to work alongside such hardworking and professional individuals, thus, I believe that I would be the perfect candidate for fulfilling your mission and aid fellow interns. I am extremely adaptable given my year abroad in Vienna University where I had to accommodate to new form of learning styles – showing that I am not afraid of change and growing and enhancing my abilities.

I am interested in this field because I believe that law and business are the backbone our society is built on. Since the beginning of mankind, we have created laws and business, and have shaped how we are as a society. As the future is unforeseeable, I would like to be part of the change and have an impact on our society. I have always fought to my way to through to be a voice and seek justice where there is not, from my volunteer work and student ambassador role, from competitions I have participated, and I believe that I can achieve that on a wilder scale with this opportunity. As a third-year student, I have extensive knowledge of law is as well as business, however I am keen on broadening it. My role as student ambassador has allowed me to become an effective team member and communicate with others in an efficient manner and solve issues promptly. I believe that your company will take advantage of having a trainee who can not only communicate with others effectively and relay messages in a professional manner but also be able to boost morale and encourage others to speak out. As well as this, my knowledge in both business and law, makes me the perfect candidate who can understand both the legal system and corporate one immediately. Moreover, my ability to research materials in a highly effective and relevant manner can prove to being an advantage in comparison to other candidates and being able to scrutinize documents in an analytical manner distinguishes me from normal law student candidates. Given my experience of working in Matheson programme and Arthur Cox programme, I believe I could create significant impact on your company and fellow interns as I already have the knowledge and can aid, and I am keen on improving even further. My participation in different fields and experience in competitions distinguishes from a normal candidate and could prove beneficial in giving alternative solutions.

This intern programme mixes both of my interests perfectly together and is an amazing opportunity to broaden ones’ knowledge in both fields massively. After having the opportunity to hear about what your firm does and the environment, it became my dream to obtain this opportunity, and if I do, I will do everything to experience it to the fullest and to learn as much as possible. It would be an honor to work alongside a firm like yours that values inclusivity, like myself, and is innovative in every form. I deeply assure you that you will be proud to have an intern who shares the same goals and has a strong innovative spirit and drive like myself.

Yours faithfully,

Katerina Tugulea.