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Dear Summer Intern Programme Hiring Team,

I am a recent law graduate. I recently sat and successfully passed all eight FE1 exams. I am applying for a position on the Byrne Wallace Summer Intern Programme.

I want a place on this programme as I am keen to begin the next stages of my legal career with your well-known and highly respected company. I want a position on this programme as I believe I am an ideal candidate for your company. I hold many skills that I feel would be a great asset to the Intern Programme.

I have ample experience working with clients due to my extensive work experience from a young age proving my ability to work hard whilst also completing my studies. Working in the legal sector is hard but rewarding work which I am extremely accustomed to and is another reason why I am an appropriate candidate for the role.

I am confident in my ability to lead a team and delegate tasks in order to reach company objectives due to my managerial experience. Leadership is extremely beneficial in a legal career as being in a position to monitor teamwork is important to ensure efficiency, leading to client satisfaction and retention.

Throughout my educational and professional careers I have had to analyse information to resolve conflict and determine solutions. I have invaluable experience in problem solving by effectively assessing situations and finding favourable outcomes. Being able to effectively and efficiently analyse information is essential for a Solicitor due to the large workloads and I am confident that I have the necessary experience to aid Arthur Cox in relation to this.

The excellence of Byrne Wallace is in itself an advertisement for clients to instruct the company and is in my opinion a key factor in client retention. This success is evident in the numerous awards the firm receives. I want a place on the Byrne Wallace Intern Programme because I want to prove that I too can be an addition to this culture of success, working in tandem with some of the top Solicitors in the country.

Thank you in advance for taking the time to review my application. I eagerly look forward to hearing from you in due course.

Kindest Regards,

Michelle McDermott