

Castlebrown,
Clane,
Co. Kildare
26/01/2024

Re: Application for Summer Internship Programme 2024

Dear Alkris Jane,

I am a third year Business and Law student studying at University College Dublin and I wish to apply for a place on your 2024 Summer Internship Programme. Please kindly find my Curriculum Vitae attached in support of my application.

I would be very grateful for the opportunity to work in your law firm next summer before I complete the final year of my degree, as I am eager to learn and gain experience in a leading commercial law firm, such as Byrne Wallace prior to graduation, with a view hopefully thereafter to securing a training contract for the Law Society of Ireland in due course. Securing a place on your Summer Internship Programme would not only give me invaluable experience and exposure to the role of a solicitor as I embark on my career but it would also afford me an opportunity to demonstrate to you the value that I can bring to your firm if I were to secure a training contract ultimately.

I am academically capable, as is evidenced by my degree and my achievements to date the details of which are set out in my Curriculum Vitae attached but I am also an independent and highly motivated student who is capable of taking on new challenges and responsibilities while managing a wide workload. I believe that I would be a very good fit for your Summer Internship Programme and hopefully for a career ultimately within your law firm once I qualify.

Thank you in advance for your consideration of my application. Should you wish to discuss my application further, please don't hesitate to contact me on my mobile number below or by email. I look forward to hearing from you.

Kind regards,

Sarah Connolly

083 859 7702