11 Deer Park.  
Manor West,  
Tralee Co.Kerry

Tel No: 0894055676  
Email: sayemah.i567@gmail.com

88 Harcourt St,

Saint Kevin’s

Dublin 2

Dear Graduate Recruitment Manager,  
My name is Sayemah Islam. I am currently a 2nd year Law and Business Student student at University College Cork. I am applying for the Legal Summer Intern Programme, which I had found through our UCC Careers Fair. I've closely reviewed the needs and requirements for this role and believe that my qualifications have prepared me to contribute immediate value to your organisation.  
  
I am very interested in this position as I believe this internship will give me the opportunity to explore a career in Law. Byrne Wallace is a well renowned firm, with its diverse expertise and culture, which can allow me to get the best insight and experience from this firm. This internship will not only provide me an insight into a future career into Law, but furthermore allow me to practically apply my knowledge from my course and use it first hand. Although I may not have previous work experience working in a legal environment I can assure you that I am hardworking and go above and beyond to achieve any tasks. I am very flexible and able to overcome any struggles that I may be faced with. My academic experiences have served me well in developing my communication, time-management, and teamwork skills. I have previous experience as a team leader, where I was chairperson of the Greens Schools Committee, and have been team leader for several presentations during my time in University. I am also able to handle multitude of tasks and am very people oriented as I am an Events Manager for our Scribble Society.   
  
I have enclosed my CV where you are able to see my previous work experience, and the various experiences within the different workplaces and environments. My previous experiences have allowed me to hone my skills of customer service in a fast paced environment. I work well in a team, and I am very reliable. I am focused and attentive to detail when addressing high-volume task loads to meet deadlines. With these skills, I believe I would be a great addition to your organisation. I would be immensely grateful to be given this opportunity to work as a summer intern.  
  
Yours sincerely,  
Sayemah Islam