Ciara Loftus

HR Manager

ByrneWallace LLP

88 Harcourt Street, Dublin 2

21st February 2022

Dear Ms. Loftus,

The recent announcement on Twitter of Byrne Wallace Summer Internship Programme has caught my attention as it appears to be an excellent opportunity to further both my experience and skills. I wish to apply for the programme as it will be an excellent experience in becoming a solicitor which is a career I am actively pursuing.

I believe that I can provide equal benefit to the firm as I will gain from the internship. I have graduated from the University of Limerick with a 2:2 honours degree in Criminal Justice in 2021 amid the height of restrictions from the pandemic and currently I will be sitting the FE1 exams in March taking Tort Law, Contract Law and Property Law for the examinations. For the last few months I have been partaking in a preparation course for the FE1 exams with Griffith College, further building on and expanding off of my university education. I have a history as an actively outgoing worker offering my spare time for volunteering such as with Barrettstown and the Irish Heart Foundation which have been truly amazing experiences, especially Barrettstown for their actions in helping creating a safe space for families with children experiencing life altering and life threatening conditions. I hope that I can continue in helping people resolve or ease various issues and cases going forward in such a career as a solicitor.

I process excellent communication skills enabling myself to effectively interact with people across various ages, backgrounds and differing perspectives when and if they arise. I am a welcoming and outgoing person capable of being amicable in a complex working environment and when being a representative of a larger organisation or on behalf of a team. This has stood to me over many experiences I have enjoyed, from various committee positions I have held in a university society to promoting volunteering and the benefits it can give someone.

I have attached my CV to this letter, further explaining both myself and my accomplishments in greater detail.

I look forward to what this application may achieve. If you feel that I have the potential to not only succeed but excel in this internship please do not hesitate in contacting me for an interview.

Thank you for reading and reviewing this application.

Yours Sincerely,

Tyrone O’Rourke,
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