The Solicitor,

ByrneWallace,

Dublin.

 I wish to apply for the position of a Trainee Solicitor for Summer internship in your establishment. I have Master of Legal Science Professional degree from Maynooth University. I intend furthering my legal carrier taking solicitors course from the Honourable Law society. I completed the FLAC (Free Legal Aid Clinic) training sessions as directed by the law department. These training sessions gave me an insight into advising clients and the opportunity to have a practical knowledge of law as being taught in the classroom. Some of my clients are vulnerable members of society.

I have previous working experience in a customer service role with Marks & Spencer and Dunnes Stores. I also have previous working experience as logistics assistant and as an administrative clerk which I possess in my years of working as a staff of Nigeria National petroleum corporation and Shell Petroleum Development Company.

I have excellent communication skills in written and spoken, with good telephone manners. I am organised with good administrative skills. I am a good listener with good attention to detail, I am a diligent, dedicated employee, punctual, reliable and team player working in collaboration with others to achieve organisational set goals.

 I am highly resourceful with good knowledge of IT Skills.

 I have the ability to negotiate with clients in line with organizational objectives and achieve positive results. I am an ambitious individual with the ability to use my own initiative.

 I have interest in reading, fitness, healthy eating. I interact effectively with people in a personable and friendly manner

It would be highly appreciated if my application for the position of Trainee Solicitor for Summer internship in your establishment is given favourable consideration.

Thanks,

Kind Regards,

Augustina Adediran.