46 Waterloo Road,

Ballsbridge,

Dublin 4.

3rd February 2018

Dear Sir/Madam,

I would like to apply for a position as a summer intern at Byrne Wallace, as advertised on the Byrne Wallace website. I am a final year Business and Law student at University College Dublin and expect to complete my studies in May 2018 with a 1:1 honours degree. I believe that this particular internship program is a great fit for me and vice versa.

An internship Byrne Wallace would be an invaluable experience for any aspiring solicitor. I cannot express my enthusiasm at the opportunity to be able to work with and learn from such skilled solicitors. My time studying both business and law during my years at UCD has convinced me that a career as a corporate solicitor is one I am eager to pursue. As one of Ireland’s most successful and respected law firms, this would be the ideal opportunity for a student such as myself to begin a career in corporate law.

I believe I have demonstrated my ambition and dedication by achieving high grades throughout my academic career. In addition, the various extracurricular activities which I have taken part in, such as sport and UCD Student Managed Fund, shows my ability and enthusiasm to work well within teams. From taking part in various teams, I have also learned the importance of being reliable, cooperative and hard-working. My previous work experience, including my most recent internship at KPMG, allowed me to develop a number of skills for the working world which I could utilise if I were to be successful in this application process. This included further developing my communication skills by interacting with colleagues and clients alike.

The opportunity to complete an internship at Byrne Wallace would be an excellent starting point in a career in law and I also would be interested in being part of the firm’s future. Thank you for taking the time to review my application and I hope to be able to speak to you about my interest in the position in person soon.

Yours faithfully,

Ailbhe Dunne