Aisling Jones

Manager of the Trainee Program,

Byrne Wallace

Dublin.

4th of February 2019.

Summer Intern Position.

Dear Sir/Madame,

I am a second-year law student attending UCD. I am keenly seeking an internship with Byrne Wallace this Summer. I have wanted to be a solicitor since my transition year work experience and this has remained my unwavering dream. Many young people come to college to discover their passion and choose a path to take, indeed many graduates leave still searching. That is not me, I chose my subjects, sat my leaving certificate and came to UCD knowing that I wanted to practice as a solicitor for a commercial law firm. I want to learn from experienced and skilled role models how to reach my potential and become the best solicitor I can be, cliché as that may sound. With this goal in mind I wish to take a positive, concrete step in that direction by completing an internship and learning more about my chosen profession.

Years of competitive swimming taught me that determination and focus are integral to the achievement of any goal, I try to consistently incorporate these attributes into my work ethic. After spending a Summer away, I have become comfortable with the idea of immersing myself in a new environment and have learnt to relish new challenges as opportunities. My former manager in retail told me that my customer service skills were second to none and my lifeguard supervisor highlighted the reliability of myself and our team as a whole. While this paragraph should be devoted to singing my own praises, I am also aware that I am by no means perfect. As with most candidates you shall review I have a lot to learn. I do make mistakes, but when I do, I strive to learn from them. I can readily accept criticism, admit when I am wrong and ask for help. Learning is a life-long process and there is always room for self-improvement.

I would very much like opportunity to begin developing into a professional at your establishment this Summer. The commendable things that I have heard about Byrne Wallace have very much influenced my decision to apply and led me to believe that I would be a good fit for your organization. I admire the ethos of development and learning fostered within Byrne Wallace, as well as the high caliber of work carried out and emphasis put on Corporate Social Responsibility.

I hope that you will consider me for this position. Thank you for your time.

Yours sincerely,

Aisling Jones.