To whom it may concern,

I wish to apply for the summer intern position. Please see my CV for further details, in which I have outlined my experience, qualifications and achievements to date.

I feel I would be suitable for this position as I have excellent team working skills and proven ability to work under pressure. I have gained vast experience regarding retail customer service from my time working in House of Fraser, Brown Thomas and Schuh Dundrum. Throughout my retail career, I have attained skills in customer engagement, providing customer support and assistance, and gained experience working within a team in a fast paced environment. I enjoy meeting and engaging with new people.

I obtained a first class honours in my LL.B from Maynooth University in 2018 and began the Full-Time Barrister at Law programme in the Honorable Society of the Kings Inns in October 2018. During this programme I have learnt invaluable practical skills which are extremely transferable into many different fields.

I am a diligent, hardworking person and love adapting to new environments. I have a great passion in commercial law and I believe if I was to join your team that I would gain vast experience into the work of a large commercial firm. This work would benefit me greatly as I could gain an insight into the career path in which I plan to enter into.

I would be a beneficial member to your team as during my time at the Honourable Society of the Kings Inns I have learnt drafting, research and consultation skills. These skills along with my desirable team working and problem solving skills would prove beneficial to any team I may join. I believe my ability to multitask, learn quickly and provide strong communication skills, could truly make me an asset to the Byrne Wallace team.

I would welcome the opportunity to attend an interview and discuss in greater details my skill set and what I feel I could offer to Byrne Wallace.

Yours Faithfully,

Alexandra Cowzer-Byrne