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2nd February 2019

Byrne and Wallace

88 Harcourt Street,

Dublin 2,

D02 DK18,

Ireland

Dear Whom it may concern,

My name is Amber Barnwell and I am writing to you to apply for the position of a 2019 Summer Intern.

­­I am a third year Business & Law student at UCD and am applying to Byrne and Wallace because I am very interested in the diverse areas of expertise that the firm serves. I desire to work in law firm which offers a broad number of services to its clients, ensuring that their interests are reached.

From studying both business and law, I am fortunate to have exposure to a large number of topics that continue to deepen my knowledge about the current issues and needs facing businesses today. I would welcome the opportunity to explore and experience the large range of services that you offer to your clients. Working in a law firm which serves business industries is a great way to explore my passion of both these core subjects and I am very eager to do so.

I am keen to learn from the talent and expertise that has lead your firm to be one of Ireland’s leading law firms and I respect and value the core principles of how you have achieved your success. I believe by being part of your intern programme, it will give me the opportunity to showcase my talents to you.

One of the reasons in which I hope to work at Byrne and Wallace is that I appreciate the values in which the firm is centred around.

I believe that I am the best candidate for the position as I am very driven to achieve excellence in everything that I take part in.

In addition to being a very diligent worker who will see every task through to the end, I am a highly motivated person. I consider myself hungry to succeed. I play sport at a high level which has taught me to be resilient whilst also maintaining my composure when performing under pressure. As Captain of my School Senior Hockey Team, I led from example and delivered the high degree of motivation to my team. This motivation has also carried me through to represent both my Province, Leinster and Ireland National hockey teams at underage levels.

I excel when working within a team environment where everyone supports and encourages each other to achieve their goal. Through my participation in sport, I have learnt to compete at the highest level which has taught me to be committed in delivering my goals. It has also enabled me to adapt quickly to the unexpected, improving my decision making abilities.

Being part of a team has also given me the necessary communication skills, as in order to be a part of a team, you have to be able to communicate with all members of the team, which I am well able to do. I would welcome the opportunity to work alongside a successful team such as in Byrne and Wallace.

I would like to conclude by thanking you for taking the time to read my application.

I look forward to hearing from you and should you wish to meet me, I am available for an interview at any time.

Yours Faithfully

Amber Barnwell