20 Patrician Villias,

Stillorgan,

County Dublin,

Ireland.

Dear Sir/Madam,

My name is Amy Gilligan and I am a third year Law and Politics’ student in University College Dublin and wish to apply for the summer internship program. I have enclosed my Resume and I would greatly appreciate it if you would take a look at it and if you would consider my application.

I feel that the nature of my degree and the skills I have learnt in my degree and throughout my extracurricular activities has prepared me for the necessary skills needed for this position- organisational skills, analytical skills, leadership skills and teamwork skills .

I am a hard working person who is eager to learn and who will step put to any challenge which presents itself and would jump at the opportunity to work for such an established and well regarded law firm as Byrne Wallace.

Thank you for taking time to consider my application and I look forward to hearing from you.

Thanking you,

Amy Gilligan.