ByrneWallace

87-88 Harcourt Street

Dublin 2

30th January 2017

Dear Sir/Madam,

I would like to apply for your Internship Programme. Currently I am a final year BCL student in Dublin City University. I completed four weeks’ work placement in ByrneWallace during July and August 2016. This was an invaluable experience as I had the opportunity to work in one of Ireland’s top corporate law firms.

The vast number of practice areas in ByrneWallace is hugely advantageous as it enables a top quality service for clients. Additionally, the broad range of practice areas is an attractive aspect of the firm as I am not yet sure which area of law that I would like to specialize in. In the increasingly competitive legal market, clients expect flexibility and access to a wide range of knowledge and expertise from their legal services provider. I would relish the learning opportunity and would value being afforded the chance to contribute to high profile cases. I also wish to train with experienced solicitors, many of whom are the top solicitors in their field in Ireland. A working environment which is conducive to learning and places emphasis on teamwork is important to me. The standard of training provided throughout an internship would be a crucial factor for me.

In 2015, I arranged two legal placements as I was keen to get an insight into the daily life of solicitors and trainees. I believe that I learned valuable skills during these periods and would be keen to progress these skills further. My part-time work in a pharmacy has required me to exercise discretion in dealing with customers’ matters, which I can apply to ByrneWallace should I be fortunate enough to be selected for the internship programme. I believe that my commitment and dedication would be an asset to your firm and would look forward to the opportunity to demonstrate these abilities.

In my University exams to date I have been consistently placed in the top fifteen per cent in my class which indicates my commitment to my chosen career. I am actively involved in DCU society life. I am a committee member of DCU Law Society, where I work as part of a team to organise both academic and social events. I believe in contributing to society and am involved in the Free Legal Advice centre in DCU. As a member of Free Legal Advice Centres (FLAC) in DCU, I was selected to participate in clinics and provide legal information to members of the public (under the guidance of a barrister). I also volunteer with Saint Vincent de Paul’s DCU student Society participating in soup runs in Dublin City Centre.

I look forward to hearing from you.

Yours faithfully,

Anna Mc Donnell