Anna Nichols

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Sinead Fox,

HR Administrator,

ByrneWallace,

88 Harcourt Street,

Dublin 2.

**Dear Ms Fox:**

I am writing to you to express my interest in becoming a Summer Intern for 2016. When deciding where to apply this summer, the emphasis on high practice standards, teamwork and a progressive approach to technology at ByrneWallace stood out from other Irish corporate firms, and is my principal motivation for taking part in the Internship.

My commitment to exceptional performance and my congenial nature make me a good fit for the firm. This February, I headed up an international Media Team for a European Youth Parliament (EYP) event in Amsterdam marking the Netherlands’ term of Presidency of the Council of the European Union. Exceeding the targets set for us of reaching 25,000 unique hits and 1,000 likes on the event’s page by at least 10% in less than five days demonstrates my capabilities in surpassing the expectations of a client and operating effectively within a team to do so.

My work with the Dublin University Philosophical Society and as a Peer Mentor display my willingness and ability to undertake responsibility and work with others. I have received significant commendations and awards for my work in both of these activities. Receiving the Marked Thanks and a nomination for Peer Mentor of the Year from my peers would not have been possible without strong communication skills, an impressive work ethic and a commitment to maintaining standards.

For the academic year 2015-16, I decided to spend the year abroad studying Law and Political Science at the University of Bologna in Italy. Living in a new environment has been imperative for becoming more independent, reflecting on my future goals away from familiar influences and allowing myself to give a greater focus to my academic work. Studying through Italian, joining a football team, and signing up to run a half-marathon in March have all proved that I can thrive in new and unfamiliar environments on an academic and social level.

Undergoing these experiences has enhanced my problem-solving skills, and given me an understanding of the needs of others and an ability to think creatively in individual and team contexts. Combined with an enjoyment in seeking challenging and exciting experiences that push my high personal and professional standards, I am confident I would be an asset to the Internship Programme.

I look forward to hearing from you soon.

Sincerely,

Anna Nichols