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Byrne Wallace

Head of the Summer Internship Programme

Dear Hiring Manager,

I am a final year student of Law and International Language - Chinese in Dublin City University. I am writing to apply for the Summer Internship Programme. I have heard about your firm through the Career Service which took place in DCU. I have read that Byrne Wallace provides a supporting working environment which can help me integrate easier and help me prove my full potential. After I searched the firm online, I realised that this firm is the best for me as I am a hard working person and I like to be professional in whatever I purpose myself to do.

I believe that I am suited for a career in your firm as I have excellent communication skills and teamwork which I have built from my sport involvement, from being a prefect in secondary school, all the presentations in college and from my volunteer work in the International Organisation of Human Rights. Also, I have good analytic skills which will help in analysing all the relevant case law and legislations.

In my years in college I was placed many times in teams for the Chinese and language modules and we had to prepare presentations on different topics. I can say that those presentations helped me allot as before I was self-conscious when it came to public speeches.

I was responsible for arranging the meetings and the one making all the drafts. I also came up with two ideas for our presentations which end up being very successful. Those were democracy values in China and difference in business between China and Ireland. I have an interest in business and law as seen my Chinese work where I tried to have a commercial mind.

I am certain that I am ready to pursue a career in a law firm as I am good in negotiations. During the three years in college, I have got the chance to learn about European Law, Contract Law, Company Law and Property Law which all have some relevance to the areas of law approached in Byrne Wallace. In the future, I would like to practice on legal advice and business at the same time.

Another reason why I think I am suitable for this firm is because I like teamwork which is very important in Byrne Wallace. I am a hard working person and I am ready to work tireless hours and to be progressive to complete what I am supposed to do, to be up to the client’s expectation.

I have enclosed my CV and my application form. I hope I will get the opportunity to interview with you about the Summer Internship Programme. Thank you in advance for your time and consideration.

Sincerely,

Beatrice Bacaoanu