Bridget Howard

Shraigh West

Bunnahowen

Ballina, Co. Mayo

Ireland

Byrne Wallace

88 Harcourt Street

Dublin 2

Ireland

Dear Sir or Madam,

My name is Bridget Howard and I wish to apply for the 2018 summer internship program in Byrne Wallace. I am a final year Bachelor of Law with Sociology student in the University of Limerick.

Having researched Byrne Wallace, I am confident that I could contribute substantively to the work of your organization while developing the skills necessary for a successful career as a solicitor. I am attracted to your firm’s values and aims. Particularly your dedication to excellence in client service: evident through the myriad of client service excellence awards you have received. Also attracting me to Byrne Wallace as opposed to other firms is your expertise in a multitude of practice areas. Thus, creating an optimal environment for a cohesive legal intern experience. An area of law I am particularly interested in is employment law, considering Byrne Wallace is an award-winning firm in this area I believe the firm is an ideal match for me.

I have a strong skillset developed through a number of internships and work placement. I spent six months on placement working as a legal secretary in the law office of Francois Sorba in California. Furthermore, I gained additional administrative experience throughout my roles as an administrative assistant in Girouard Properties and during my time spent as a summer finance intern in Practice Fusion.

Alongside my work experience I have been heavily involved with my University through a number of roles. I have held numerous positions over the years such as: Class Representative, Equal Opportunities Executive, Electoral Referendum Board Member, Law Society Mentor, International Student Mentor, and an Access Student Mentor. I have represented my law school internationally as I was chosen to receive a scholarship and study abroad in a top 15 US law school. I have also represented The University of Limerick competitively in the All-Ireland Young Mediators Competition, where I placed 3rd. These experiences have allowed me to develop practical skills which complement my academic studies in order to be a great internship candidate.

Please find attached my CV highlighting my education, work experience and extracurricular activities. Thank you for taking the time to review my application. If you have any queries do not hesitate to contact me. I look forward to hearing from you.

Kind Regards,

Bridget Howard