

13 Ballintyre Heath,
Ballinteer,
Dublin 16.
January 2019

Byrne Wallace,
88 Harcourt Street,
Dublin 2.

Dear Sir/Madam,

I am writing to you in application for a position on your summer internship programme. I enclose a copy of my C.V for your attention.

I am currently working in the Knowledge Department at Mason Hayes & Curran. I was offered a position here after completing a research project for the firm as part of my MSc in International Law and Business. I would like to further develop my career and train as a solicitor in such a well renowned law firm.

I am a focussed, hardworking and ambitious individual with the ability to work independently or as part of a team. I have excellent communication skills and during my time in Mason, Hayes & Curran I learned the importance of delivering excellent client service.

I have a very strong drive and work ethic. I am capable of working under pressure and meeting deadlines.

I would be extremely grateful if you would consider me for interview.

Yours sincerely,

Brídín Redmond.

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