**Ciara O’Keefe**

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Dear Sir/Madam

If I am selected for a summer internship position, I will come into Byrne Wallace with an open mind and an eagerness experience as much as I can. I am a very active worker and enjoy a challenge so I will be diligent in my work, meticulous, an attentive and motivated employee.

I have previous experience as I worked in A&L Goodbody for 7 months in 2018. From working with A&L I was tested and the work was rather stressful, but it has made me even more eager to peruse a career in law. My time in A&L Goodbody was very rewarding but also extremely challenging and diverse. I am confident that in coming out the other end I have grown as a person and I am now more confident and rational in my decisions. I was given a very diverse array of tasks in A&L and I approached each one with equal tenacity and determination to learn from my mistakes.

Byrne Wallace first came to my attention last year during placement, when I was sent to deliver a document to your offices. I decided to apply for a summer internship and experience another firm’s culture. I was particularly interested in the practice and progression standards within Byrne Wallace as this is an aspect that the firm are particularly proud of and speaks of the dedication you give to your clients. This is something that interests me as I too wish to work and interact with clients and provide the best professional service for them.

I believe that I deserve a position on the summer internship programme as I am dedicated and meticulous in my work. I immerse myself fully into the culture and work of a firm and I thrive to deliver a competent piece of work in whatever capacity I can. I enjoy working on a team and thrive in an inclusive environment. I am a natural team leader and have served as hockey captain in school. I have a cheery disposition and I am a naturally social person. From this I am certain that I will fit in with the culture of the firm if I am selected.

I am available for interviews throughout the months of February March and April. I would love to work for an inclusive environment such as in Byrne Wallace and further enhance my legal experience.