**63 Westbrook,**

**Barna Road,**

**Galway,**

**Ireland**

7th February 2019

88 Harcourt St,

Saint Kevin's,

Dublin,

D02 DK18

To whom it may concern,

I write to apply for a place on the Byrne Wallace summer internship programme. My name is Ciara O’Leary and I am a Senior Sophister Student of Law and Political Science at Trinity College Dublin. I am very eager to have the opportunity to be part of the team at Byrne Wallace for the summer.

I believe I would be a great addition to the programme, due to my legal background, strong work ethic and wide variety of interests. Since beginning my degree in 2015 I have learned how to achieve strong results while also managing the demands of a number of hobbies and interests. In particular, I would draw your attention to fact that I served as both Vice President and Treasurer of the DU Philosophical debating society, Trinity College’s largest student society. I feel these positions of leadership show my strong organizational and advisory abilities, success in public speaking and debating, and ability to work well in a team. My academic record and extra-curricular achievements are given in more detail elsewhere in my application.

I understand the interns and trainees at Byrne Wallace are given considerable responsibilities and are exposed to a variety of practice areas, two aspects of a summer internship experience which I feel are critical to developing the practical skills needed to be a successful solicitor.

Moreover, the values central to the Byrne Wallace ethos – values such as commitment and excellence – closely reflect my own, and I would relish the opportunity to work in an environment that embodies these ideals. I always look to be challenged in the course of my work and to learn about myself and others as a result. For this reason, and many others, I believe employment with Byrne Wallace would be very beneficial to me, and I would be more than willing to work hard on behalf of the firm in return.

I attach my CV which outlines my experience and areas of interest. Thank you for your consideration and I look forward to hearing from you.

Yours Faithfully,

Ciara O’Leary