

Dear Sir/Madam

I am a determined business and law student and aim to be an even more zealous and diligent Intern. Through my CV, I hope, I can convey that I am both able to do a job properly and efficiently – skills I have developed in A&L Goodbody, this past year.

I have the ability to work in teams and with others – I have done so in A&L, Maynooth as a student ambassador, hockey and Next PLC. I am a very social person and I enjoy a good atmosphere in a work environment.

Byrne Wallace came to my attention only recently when I was looking for summer internships to apply to. I really liked the culture of the firm, especially when I saw that Catherine Guy is your managing partner. Being a woman and at the head of a large corporate organization is very encouraging as it shows the traits and equality of the firm. Also after learning that the firm had won the Excellence in Business Awards it cemented my determination to apply for the internship.

From the website I became interested when I learnt that it is the only firm in Ireland certified with the ISO 27001 for security management. In terms of storage of personal data this was very interesting to me because I have been following the implementation and progress of GDPR – I did a presentation on it in A&L Goodbody and find it quite interesting.

I am a firm believer that 'if something is for you it will not pass you by', to live by this motto, I have always dived straight into tasks and events. Be it hockey, a prefect, fun runs or convincing an (at first reluctant) group of Co-op students to participate in A&L's Lip Sync Battle, I try to give an opportunity my all and come away knowing that I did the best that I could do.

Through my CV and cover letter I hope you will consider me for a summer intern position.

Kind regards

Ciara O'Keefe