**CLAIRE CONDON**

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ByrneWallace

87-88 Harcourt Street

Dublin 2

Dear Sir/Madam,

I am a Senior Sophister (4th year) undergraduate student of Law at Trinity College Dublin. I am writing to apply for the position of summer Intern in your firm. I became interested in the Summer Internship programme at ByrneWallace through interactions with your representatives at the TCD Law Fair, and was impressed by the firm’s culture and client history. I was drawn to ByrneWallace by the reported atmosphere of client service and the wide scope of areas in which the firm is involved; from Intellectual Property to Tax to Employment Law, the firm’s strong presence in such a broad range of areas of the Law leaves an impression of dynamic and exciting work.

I believe my eagerness and enthusiasm to work in the corporate law field coupled with my academic grades to date, would make me an excellent summer intern at ByrneWallace. If given the opportunity, I believe I can make a substantive contribution to your offices. I have strong research skills and administrative experience. I have achieved consistent grades throughout my Law degree and last year, participated in an Erasmus year in Leiden University, the Netherlands. There, I achieved an average first class honours grade (73 %) and the experience left me with a much more globalised thought process, with a better comparative perspective for problem-solving and research. I worked with students of several different nationalities and learned to adapt to different methods of teaching and learning. Due to my travels abroad, I was particularly excited by the firm’s international offices and dealings.

I have a wealth of administrative experience, working in clerical roles has helped me develop organisational, interpersonal, and communication skills which I contend are key to a successful working team. I have captained the School Debating Team, been elected school prefect and acted as vice-captain of my local GAA football team. In addition, I have shown lifelong commitment to music, achieving Grade VIII in piano.

I am a dedicated and hard-working individual, evidenced in my achievements both academically and personally. I have a keen interest in corporate law and commercial developments. Interning at ByrneWallace would be an excellent opportunity for me to both show my skills and gain a real understanding of the functioning and culture of a large corporate law firm.

I have enclosed a CV detailing my work experience and academic grades to date. Thank you in advance for your consideration.

I look forward to hearing from you,

Kind regards,

Claire Condon