Ballybarrack,

 Dundalk

 Co. Louth

Ms. Sinead Fox,

HR Administrator,

Byrne Wallace,

88 Harcourt Street,

Dublin 2

26th February 2016

Dear Ms. Fox,

I am writing to you to apply for the Byrne Wallace internship Programme. I am a final year student in UCD studying Law with History and I expect to complete my studies with a 2:1 degree. I am committed to pursuing a career in the legal profession and I believe that Byrne Wallace is the ideal firm with which to gain experience before embarking on my career.

I am a highly motivated individual and hardworking individual and am very confident in my ability to perform to a high standard in a busy work environment. While I am comfortable working on my own initiative, I feel equally suited to working as part of a group and appreciate the value and benefits of cooperation within the workplace. I feel that given my experience working within a team, I would be able to successfully integrate with, and become an asset to, any department of the firm.

I am very open to new ideas and experiences, and have learned invaluable lessons from living and studying abroad. As well as learning to adapt to new cultures, I have immensely improved my interpersonal skills by cultivating relationships with people from a wide range of backgrounds. I believe such skills are key to the legal profession and, with this in mind; I am a founding member of the European Law Students Association in UCD. I believe this society will help foreign students in the university to gain as much from their year abroad as I did.

I have a strong passion for both the law and the corporate world, of which Byrne Wallace is at the forefront, and I understand the important overlap between them. I believe that I possess the level of corporate awareness that Byrne Wallace places value on and that the firm is the perfect place for me to advance this skill. I view the Byrne Wallace Summer internship program as an exciting chance to cultivate my legal skills within a leading law firm and to experience the multi-jurisdictional opportunities that Byrne Wallace offers. If given the chance, I am sure that my drive, ability and unique thinking would prove my value to the firm.

I attach a copy of my CV, which further details my skills and relevant experience, for your review and consideration. I look forward to hearing from you soon.

Yours sincerely,

Conor Williams