Danielle Kilduff

Clonlee,

Church Lane,

Greystones,

Co. Wicklow

31st January 2019

To the Manager of the Trainee Programme,

**Re: Summer Internship Application**

I am currently in my third year of studying Law and Political Science in Trinity College Dublin. I wish to apply for an internship in Byrne Wallace during the summer of 2019.

Throughout the past three years I have thoroughly enjoyed studying both law and political science. I have an active interest in the law and legal practice and believe this is enhanced by also studying political science modules, which serve to add insight into key areas of the law. My goal for this summer is to learn more about the practice of law in a premier commercial law firm such as Byrne Wallace.

I would relish the opportunity to demonstrate that I have the talent and skills to be a lawyer at Byrne Wallace. I believe that I have skills and talents, which I have acquired through my education and part time, work which would be an asset to Byrne Wallace:

**Academic Motivation and Dedication**

I have always been academically motivated and dedicated to hard work. I worked extremely hard in school to be able to study law and political science in Trinity College. Since entering university, I believe I have risen to the challenges of higher-level education. I have averaged a I/ high II.I throughout my college career and am in pursuit of a first class honours.

**Organisation and Leadership**

I have worked in the House of Ireland for over 18 months. In this period the shop underwent a large move from Nassau St. to Grafton St. Throughout this process, I proved myself as capable of undertaking a leadership role, as I was given the task of training in new people and organizing many aspects of the move to a new store. Furthermore, as a member of the basketball committee, I have proved myself to be organized and effective in managing large-scale events such as the Inter-Varsity Competition.

**Communication Skills**

I have acquired excellent communication skills over the years. I was an active delegate in Model United Nations, I have had years of customer service experience in retail roles and communicate well with my lecturers, tutorial assistants and peers. I am confident and clear in my expression of problems or raising queries. I welcome constructive criticism and enjoy learning from my superiors.

I would love to be given the opportunity to work in Byrne Wallace and to learn from the best at the start of my career. Thank you for considering my application.

Yours Sincerely,

Danielle Kilduff