Ms. Dara Brid O’Toole

School House Lane,

Corduff,

Lusk,

17th February 2016

Human Resource Manager,

Byrne Wallace,

87-88 Harcourt Street,

Dublin 2,

Ireland

Dear Sir/Madam

Whilst browsing the website of ByrneWallace, I came upon your advertisement for firm’s the internship programme, and I read the posting with a great deal of interest. The programme as described strikes me as exciting and suited to my abilities, and hence I would like to be considered for it. To that end, then, I will say a little about myself.

I completed my Leaving Certificate in the summer of 2014, having achieved 585 points, and was subsequently accepted onto the Law and Business undergraduate degree programme at Trinity College, whose provost awarded me the Entrance Exhibitors Prize for my performance in the Leaving Certificate.

I chose to study law at third level because I have a great interest in social justice. I enjoy working with people, and I get great satisfaction from helping people achieve outcomes that are fair and equitable. I also decided to focus on law as I find it an exciting and current discipline, one that is essential to the society in which we live. I opted to study business alongside law as I feel the two subjects blend well together and are suited to my career goals. It has always been my aim to work in a large firm, like yours, and I feel that a business background will help me to achieve that aim, by providing me with a greater understanding of the issues that one is likely to encounter in the larger firms.

I thoroughly enjoyed my first two years at Trinity. I became involved in a number of societies, including Law Soc, Amnesty, FLAC and Vincent de Paul. Moreover, I obtained first class honours in the annual examinations, ranking third in my class; and I was selected for Trinity’s First Class Book Prize on the back of my exam results.

In July 2015, I took part in a legal internship at James Watters Solicitors & Co. This internship focused on immigration law, and I was tasked with carrying out “country of origin” research on 2 countries. This involved an analysis of the dangers to a native of returning to his/her home country after claiming asylum in Ireland. In my research I primarily looked at police corruption, gender imbalances and terrorism levels in the given countries. During this work placement, I also gained experience in dealing directly with clients and their queries. This experience, I feel, provides me with some background knowledge of what is involved in working in a solicitor’s office and has prepared me, in some ways. for the tasks required of me in a firm like ByrneWallace.

The above points constitute no more than a sketch of my academic achievements and work history; thus, I would be grateful to you if you would take some time to consider my CV (attached) from which a more detailed picture may be gleaned.

Needless to say, any opportunity afforded to me to expand upon how I might enhance your firm’s internship programme would be eagerly accepted.

I look forward to hearing from you.

Kindest regards,

Dara Brid O’Toole