28 Mansfield Grove,

Athy,

Co. Kildare

28th January 2018

Ms. Crona McLoughlin,

88 Harcourt Street,

Dublin 2,

D02 DK18

**Re: Summer Internship Application – David Braithwaite**

Dear Ms. McLoughlin,

Please find enclosed my Curriculum Vitae in relation to my application for the position of Summer Internship in ByrneWallace commencing June 5th. I believe that my academic studies to date and my past work experience have prepared me well for this position within your company.

I have a keen interest in representing and advising those directly accountable to the people of Ireland in the public sector and I believe that ByrneWallace, a Tier 1 firm in the Public Sector of Legal 500, would provide me with an invaluable opportunity to proactively develop my career in this area. I am particularly attracted by the diversity of working opportunities that the ByrneWallace offer, conducting business on a multi-jurisdictional basis with links to firms across Europe, the USA and Australia. The impending exit of Britain from the European Union caused by the triggering of Article 50 has legal implications in almost every sector. I’m excited by the prospect of working in Ireland’s ‘preeminent employment firm’ and gaining experience in this topical area.

I have shown excellence throughout my academic life. I was awarded an academic scholarship to Kilkenny College for six consecutive years while I was also one of 12 students elected to the roles of both dormitory and school prefect from a year group of 130 pupils. I received 505 points in my Leaving Certificate, received a Bachelor’s Degree in Commerce from University College Dublin and have successfully passed 3 of the FE-1 examinations to date. My expectation is that this pattern of achievement will be reflected over the next year as I am at present on schedule to pass all possible FE-1 examinations by September 2018.

I have also excelled in other areas outside of my academic life. I displayed strong leadership qualities from a young age. I was chosen as Junior Captain of Athy Golf Club in 2011. I was selected by both senior and junior members of the club who recognised that I possessed the ambition, skills and motivation suitable for the role. I further developed my leadership skills when I was selected to captain the Old Wesley Rugby Club under 20s team in 2014/2015. I was also recognised as the player of the year from my teammates and coaches.

I am an honest, reliable person with both consistent sound judgement and logical reasoning. I have assumed a number of roles of responsibility when I was employed as a boarding assistant in Wesley College for 3 years from 2013 to 2016. I effectively liaised with staff, students and their parents listening to any issues they might have had while collaborating with my peers to find a suitable solution.

I displayed attention to detail by creating a rapport with each student so that they felt valued and listened to in the school community. I applied problem solving techniques to remedy in house disputes. I am confident my experiences mentoring and assisting students in their personal development would enable me to collaborate effectively and contribute to the collective experience of the ByrneWallace team.

I am a well-rounded person. My broad skillset has resulted from the wide range of work experience that I have acquired. I developed a commercial acumen from my experience in Mongey Communications. I liaised with commercial firms with regard to contractual negotiations over the leasing of audio and visual equipment. I have excellent communication and interpersonal skills. This is evident through my vast experience in the retail and hospitality sectors. I have worked as a retail assistant in House of Fraser and waiter and bartender in Queens, New York. These are both client-focused industries where clear and cogent communication is necessary to build a relationship of trust with clients. The skills that I developed in these roles could easily be transferrable to my work as an intern at ByrneWallace.

I thank you for taking the time to consider this application and I look forward to hearing from you in the near future.

Yours sincerely,

David Braithwaite.