**Dawn Reilly**

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I am applying for the summer internship in Byrne Wallace. Byrne Wallace appeals to me because of its reputation for integrity and diversity. I also respect the fact that Byrne Wallace has almost 50:50 female to male ration through all its leadership teams. One thing that also impressed me was the fact that Byrne Wallace promotes a work-life balance. For example, I read that Byrne Wallace subsidise person trainers to come in three times a week to do a boot camp in the carpark. This in itself speaks a lot about the company and its ethos and I believe that I would fit in well with the Byrne Wallace team.

I have gained valuable experience while volunteering with the Citizens Information centre. I volunteer in the centre once a week and this has allowed me to practically develop my skills. First, it has hugely improved my interpersonal skills and my ability to effectively deal with clients. Furthermore, it strengthened my problem skills, as I work directly with clients to solve their issues. It has also enhanced my research skills, as it is essential to keep up to date on current law.

I am looking for a new challenge and Byrne Wallace seems like the ideal place to start my career. Its strong ethos and dedication to clients is an inspiration. Please do not hesitate to contact me if you have any further questions. I am available via phone or email. I look forward to hearing from you.

Kind Regards,

Dawn Reilly.