Ms. Elaine O’Sullivan

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 24th February 2016

Ms. Sinéad Fox

HR Administrator

ByrneWallace

88 Harcourt Street,

Dublin 2.

Dear Ms. Fox,

I am a currently a Junior Sophister studying Law at Trinity College Dublin. I wish to apply for a place on the ByrneWallace Summer Internship Programme 2016. I feel I have the appropriate academic, work and extra-curricular experiences to provide me with the necessary skills to successfully undertake an internship with ByrneWallace.

What has interested me most thus far in my legal studies is the understanding I have gained of how the law affects our daily lives. Nowhere is this more manifest than in the area of commercial law. I am currently undertaking modules in company law and tax law and this has served to heighten my curiosity as to all that a career in commercial law might entail. By maintaining a keen commercial awareness and up to date legal knowledge it is thrilling to think that I can possess a skill set which can assist clients in achieving effective results. I admire the firm’s integrity and pro-active approach to its clients. The quality of service provided is evidenced in ByrneWallace being the only large Irish firm to be awarded the Lexcel accreditation. This truly makes the firm stand out from others for its proven commitment and ability to consistently deliver services that live up to client expectations, improve full satisfaction and assist regulatory compliance. The recent work of ByrneWallace in advising 3D4Medical on the sale of their 38% shareholding is proof of just how deserving the firm is of this accolade. I believe this is indicative of the firm’s dedication to innovation and market knowledge, with the mobile healthcare sector being a rapidly developing area, possessing a multitude of prospects going forward.

My work as a Student Mentor makes me the perfect candidate for ByrneWallace as I know the firm maintains a strong commitment to its corporate social responsibility. I have been particularly drawn to the firm’s work with St John of God to provide work experience for those with learning difficulties or disabilities. This is evidence of a willingness to bring corporate social responsibility into the everyday activities of the ByrneWallace team. This programme is no doubt hugely rewarding for all involved an I believe that this commitment to working with the community undeniably enhances the quality of service all round in ByrneWallace.

I have a strong academic record and I strive to perform to my utmost capability in all aspects of my life. Whether I am writing an essay, mentoring students or honing my baking skills, I will not stop until I have achieved my true potential. I know ByrneWallace will provide me with the perfect introduction to the practise of law and I will honour this opportunity by learning and working diligently.

I hope you will consider my application favourably and I look forward to hearing from you.

Yours Sincerely,

Elaine O’Sullivan.