February 2020

Dear Manager of the Summer Intern Programme,

My name is Eleanor Glynn and I would like to apply for a summer internship at your firm. I am currently in final year studying Law and French in Trinity College Dublin.

I have chosen a career in law because I have found my study of it in college so enjoyable - I believe it would be fulfilling, rewarding and challenging and I am willing to put in the hard work to achieve it. Furthermore it involves both working with and for others - this appeals to me. Ever since I was a child, solving problems be it a jigsaw or problem-solving in school to problem case questions in college, has been one of my favourite things to do.

I have chosen to apply with your firm because Byrne Wallace are one of the top ten firms in Ireland. The potential to intern with a leading company in corporate/company law would be with an incredible and exciting opportunity for me. Specifically I found contract law and company law modules in college very interesting and I would like to study these areas in practice. I am very interested in how the business world and law interact. Furthermore, the international dimension of corporate law influenced my decision to pursue a career in this area as I love to travel. In choosing where to apply, in choosing where to apply, Byrne Wallace stood out to me because of the various areas they are provide services in and how expansive they are as a company. In addition, they have been praised for delivering excellence with their clients due to their experience and knowledge but also because of the personable manner in which they deal with them and get to know them. I also admire how they are involved with their community and various organisations and how they are looking at the bigger picture. To be able to intern for such a successful company would be an amazing opportunity.

I believe I have the necessary skills to pursue a career in a firm such as Byrne Wallace including communication skills, leadership skills, management skills and the ability to provide excellent client service. I am hardworking, responsible, honest, flexible, enthusiastic to learn and I excel under pressure. I like being challenged and I believe Byrne Wallace is exactly the place that will do so. I have played Gaelic football both at club and county level for the past ten years. Through sport I have learnt the importance of teamwork and the need for commitment and dedication to training and to the team. I have been involved with/volunteered to train younger teams with my club for example Easter camps and GAA Cul camps. I spent my Erasmus year in Toulouse, France. It improved my communication skills and I learnt how to adapt to a new environment. The year really broadened my horizons and helped me become more open-minded. I studied French and European law for the year and it was a very interesting comparison to Irish law. I also undertook a diploma in European Law; Diplôme d'Etudes de l'Union Européenne.

I have attached my CV and would really appreciate it if you looked at it and got back to me. I can provide an academic/work reference upon request. I am available for an interview at your disposal. Thank you very much.

Yours sincerely,

Ellie Glynn