**ByrneWallace**

**87-88 Harcourt Street,**

**Dublin 2.**

**13 October 2015**

**REF: Application for 2016 Internship Program.**

**To whom it may concern,**

I am currently enrolled in Trinity College Dublin to undertake a masters in International and European Business Law starting in September. I am also sitting my first four FE1 examinations this coming September. I obtained my undergraduate degree in Griffith College Dublin, receiving a first class honours and coming first in the LLB Law degree class. I wish to apply to your 2016 internship program. ByrneWallace is a leading business law firm that invests heavily in their interns, creating an environment that is both challenging and rewarding which would give me a unique and unparalleled opportunity to expand my legal skills.

I have gained practical insight into the role of a solicitor through my experience in both Ronan Daly Jermyn and in house at Zurich Group Ireland. In Ronan Daly Jermyn I worked within the property, commercial litigation and general litigation departments. I assisted with all aspects of the litigation process from inception through to appeal. This included composing legal documents, conducting legal research, reviewing records including medical records and assisting with trial preparation. I also assisted with preparation for settlement talks as well as helping to conduct the settlement talks.

With Zurich Group Ireland, I had the opportunity to engage with solicitors throughout Zurich’s three Dublin offices including the European head office at the IFSC, where I was based. Throughout the internship I engaged with the practical duties of a solicitor as well as helping to put in place internal policies and working on the legal aspects of new business projects. Both of the experiences show my ability to carry out professional skills with ease and competency as well as demonstrating my strong business acumen. They also allowed me to further develop my analytical thinking skills.

During my time in Griffith College I have participated in many extra-curricular activities. I undertook the role of a case worker on the Irish Innocence Project; a project that works to exonerate wrongfully convicted people who can prove factual innocence. We obtained our first exoneration, in the form of presidential pardon recently on the case of Harry Gleeson. I joined Start-Ed, a non-profit organisation that gives free legal advice to start-up companies. Here I was able to understand fully the process of starting and incorporating a company as well as comprehend the legal issues that may arise within the realm of company and commercial law as I sat in on sessions with solicitors. I also worked within FLAC, a free legal aid centre, shadowing solicitors as they advised individuals on general legal matters.

As well as being passionate about law, I have a strong business awareness. I count these two attributes as essential in a business law firm like ByrneWallace. During college I have undertaken any extra-curricular activities which I thought could enhance my skill set to allow me to work in a fast paced international law firm such as ByrneWallace. My work with Zurich Group Ireland has allowed me to develop commercial focus skills and I have a keen entrepreneurial flair which is evidenced from the establishment of my own mini company ‘Cupcake & Co.’.

Both my academic and professional experience show the strong commitment and desire I have to work at ByrneWallace. I very much hope I have the opportunity to speak with you about how I may contribute to the team at ByrneWallace.

Kind regards,

Ella Weld