1 Rathdown Park

Terenure

Dublin 6w

18th February 2016

Byrne Wallace

87-88 Harcourt Street

Dublin 2

Dear Sir/Madam,

I am a recent graduate from Trinity College Dublin in History and English Literature, and I am eager to apply for the Summer Internship at Arthur Cox.

I wish to apply to this internship for two reasons. Firstly, I want to gain experience in a commercial law firm. I am currently completing a Postgraduate Diploma in Law at DIT, and I aim to take four FE-1 Examinations in September and apply for traineeships thereafter. Before embarking on this path, however, I wish to have practical legal experience. This internship would be a fantastic immersive introduction to what my future career could be. A commercial law firm in particular would entail challenges, such as anticipating potential problems and a constantly changing environment, that I would like to undertake.

Secondly, the breadth and scope of Byrne Wallace’s work is very attractive to me. I am keen to work at a firm with a wide variety of practice areas. In addition, I want to be part of a company that is tapped into the advantages of communication, connection and technology, such as through the firm’s membership of ALFA international, to assist their clients.

I believe that I am an excellent candidate for this internship. I am currently completing a Postgraduate Diploma in Law, which has provided me with a solid foundation in law. I am studying core modules such as Contract Law, Property Law, and Tort. Thus far I have achieved a 1.1 in my assignments. Furthermore, I have developed other relevant skills, such as critical analysis and problem solving, from my undergraduate study of history.

Furthermore, I have the ambition and drive to succeed at this firm. My undergraduate record illustrates this. I became a Trinity Scholar in my Senior Freshman year and I received a 1.1 in my BA. I completed a study abroad year in 2013-2014 at the University of North Carolina, where I stepped outside of my comfort zone and learned how to adapt to vastly different environments. My proofreading jobs via Upwork have also helped me to develop pertinent skills. In working with a US based start-up company, I communicated with my clients in a personable way to ensure that their particular needs were met, and I developed close attention to detail and prompt turnaround times. These attributes would make me an excellent candidate for this position.

I am available for interview at your convenience, and I look forward to hearing from you soon.

Kind regards,

Emma Boylan