Mullacloe,

Ardee,

Co.Louth

26/02/2016

Dear Sir/Madam,

I wish to apply for the position of a summer intern with ByrneWallace. This firm appeals to me greatly because of its excellent reputation and top tier clients from both Ireland and abroad. The training I would receive as part of the internship programme would be of the highest calibre and it would give me an insight into the daily lives of trainees, solicitors and partners in a leading Irish commercial law firm.

I am currently a fourth year student in University College Dublin, studying Business and Law. Having already gained work experience in a solicitor’s office I originally envisaged that I would practice family law. However, as I’ve progressed through university I have realised that this role is not for me. Talking to solicitors in commercial firms and studying modules such as company law, property law, commercial law and consumer law has made me certain that while I still wish to pursue a career in the legal sector I am more attracted to the role of a corporate solicitor. An internship with ByrneWallace would allow me to apply my theoretical knowledge in a practical way and I would also love to have the opportunity to take advantage of learning from solicitors who are experts in their fields.

I believe that I am an excellent candidate for your summer internship programme. My time spent working in Hines has allowed me to broaden my knowledge of the commercial world, observing how the law impacts on commercial decisions on a daily basis. I possess excellent communication skills developed though various roles, advancing from my time on the student council in secondary school, to positions I have held in part-time jobs and presentations I have given in university. Most recently I attended the Hines European Conference which the Irish office held in Carton House where I was responsible for greeting all the guests on arrival. Throughout the three-day event I was responsible for liaising between Hines and the staff both at Carton House and at off site venues where certain events were held. I received outstanding feedback after the conference from the Hines office for my efforts. As outlined in my attached CV, I have a great deal of experience working as part of a team. I have the ability to adapt well to changing situations and I am honest, trustworthy and reliable as can be seen from the positions of responsibility I have held to date. Partaking in this summer internship with ByrneWallace would give me an invaluable insight into the life of a commercial solicitor and I would bring a hardworking and diligent approach to all aspects of the programme.

I appreciate your consideration for this position and look forward to continuing my application at interview stage.

Yours sincerely,

Emma McDonnell