Dear Sir/Madam, February 2018

I am writing to apply for an internship with ByrneWallace. I feel I am an ideal candidate for a place in your company given my academic background, employment experience and my shared values with the firm.

I have a strong academic record and have always excelled in a team-based environment. My final year college modules of business studies and political science allowed me to develop knowledge and skills in areas such as international relations, communications and product development. I have applied and developed my academic experience in a professional environment over the last number of years working with Zurich Life. The company has allowed me to gain valuable client experience and significant responsibility as a relatively young employee, which is something I have relished. I have gained a broad knowledge of insurance and fund regulation which I am keen to continue to develop.

A role as an intern with your company appeals to me as it is undoubtedly a dynamic professional environment to be part of. It is a career path that rejects complacency and rewards preparation and accuracy. I am a highly driven and ambitious individual and feel I identify with the passion required to be a success at your company. The strong basic skill set and keen eye for detail I have developed during my time with Zurich, operating in a customer-focused industry which is subject to a high degree of regulation, will be transferrable to many departments in your company. If given the opportunity to work as an intern, I am ready to contribute to the continued success of the company.

As I researched ByrneWallace, the company’s culture and values stood out to me as I feel I can relate to many of them. Many of your major practice areas are covered by FE-1 exams I have already passed, such as family and property law and various forms of negligence. The company’s diverse areas of business appeal to me as a potential intern, and the opportunity to learn from your award-winning partners and solicitors first hand is an opportunity I would relish. I am confident in my ability to learn quickly under your company’s guidance, identify and understand the needs of your client’s and communicate effectively to maintain the strong reputation your company has developed.

I passed four FE-1 exams in 2017 while working full-time. I plan to sit my final four exams in March 2018.

Please find my Curriculum Vitae attached.

I look forward to hearing from you.

Yours Sincerely,

Eoin Cleary