Byrne Wallace

88 Harcourt St,

Saint Kevin's,

Dublin 2

8/February/2018

Dear Sir/Madam,

**RE: Cover Letter**

I am writing this letter to apply for the 2018 Summer Internship Programme as advertised on your website. Primarily, I am applying for this position because I wish to grow, develop and advance as a legal professional. Working in retail over the past couple years has really help my communication and inter-personal skills, however, I want to gain the relevant experience and skills that would aid me to be the best legal professional that I could possibly be.

With my current skills that I have been able to attain as part of working in retail and having the opportunity to engage in extra-curricular activity throughout secondary school and college, I can confidently say that I am well suited to this role.

Over the years, my communication skills have really developed as I pushed myself to be in new situations where I would have to relate with others. I was the events manager for the DCU Africa society in my 2nd year of my degree, and I went on later to become the Vice President of the society in my 3rd year of the degree. Working in retail has also enabled some of my other skills to develop. Working part-time as well as focusing on my studies has helped my organisation skills, as I had to ensure that I was on top of everything I was doing. It also helped me to develop my interpersonal skills as I had to make sure I was relatable with customers, as well as with my co-workers.

If I were to be successful with my application to work in your firm, I will use the skills and qualities I currently have to tackle any task that is given to me. The programme will also help me to kick-start my legal career as a commercial/corporate solicitor.

I look forward to hearing from you.

Kind regards,

Fiona Toritsemotse