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To Whom It May Concern:

 I am a third-year student at Maynooth University and am interested in pursing a career in a corporate law firm. I am writing to you as I wish to apply for your Summer Internship Programme. Byrne Wallace interests me due to the firms commitment to its clients, the focus placed on technology and the diversity of expertise possessed by the firm.

My interest in law began in transition year of school whereby my classmates and I had the opportunity to gain work experience. I did work experience in the Dáil firstly with Brian Hayes of Fine Gael. It was a worthwhile experience, with some of my written work being submitted by Brian to the local newspaper. I also have experience working with Senator Mark Daly of Fine Fail, whereby the house of Seanad and the work they did was shown to me. In relation to law, I attained work experience with Bannon, Clinch, Collins & CO. in which I dealt with a personal injury case. I also gained insight into client relations and the workings of the court, in addition to settlements and negotiations.

While in transition year of school I was involved in the European Youth Parliament, as well as ‘Build a Bank’. ‘Build a Bank’ is a regional competition in which a bank is set up in the school and members are recruited to manage the bank. In this competition the team I was on came in second place to move forward to the country wide final. I was also on the debate team, basketball team, Green School committee and Student Leadership team. In relation to the Student Leadership team, a younger student was assigned to me whereby it was my responsibility to aid them with any of their queries. I was also class leader in second and fifth year. I believe that these academic responsibilities and achievements instilled in me the ability to work well individually and as part of a team, which seems to be a fundamental characteristic to possess when working with Byrne Wallace.

In the summer before my first year of university I interned with Bannon, Clinch, Collins & CO. I was introduced to the basic concepts of law and what being a solicitor entailed.  I was given secretarial duties and liaised with clients, which provided me with first-hand experience, reinforcing my suitability for this internship.

While in first year of university I joined the Law Society, European Law Students Association of Ireland (ELSA) and the Politics Society whereby I continue to participate on a regular basis. I was heavily involved in the politics society and was one of the founding members. In addition to the above, I am the events coordinator for the ELSA Maynooth International Negotiation Competition 2016.

In the summer before my third year of university I interned with Seamus Maguire & CO. I found this to be a beneficial experience as I was heavily involved in court cases, one of which was a judicial review. I was involved in applications for probate, as well as collation of submissions for court.

The skills I have gained during my three years at Maynooth University as well as my previous experience in the area of law, banking and politics make me a qualified candidate for a summer internship with Byrne Wallace. Thank you in advance for your time and I look forward to hearing from you.

Sincerely,

Gráinne Clinch