

Gráinne Clinch
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087-6617241

12th February 2018

Re: Summer Internship Programme

To Whom It May Concern,

I am writing to express my interest in applying for the Summer internship programme with Byrne Wallace. I am a Paralegal in Seamus Maguire & Company while undertaking my LLM in UCD, I would like to continue my career in the legal field.

I am currently an LLM International Commercial Law student in UCD and I am going to graduate with a distinction. I am going to be sitting my Fel's in April 2018 and October 2018. During the course of my studies, subjects have included Transnational Litigation, International Law and Banking and Financial Law. This academic year my subjects include Regulatory Governance, International Tax Law and EU Competition Law. Having gained experience in a smaller firm I am very much interested in pursuing a career in a commercial law firm. Feedback from my manager during previous internships was very positive and indicated that my work ethic, innovation and trustworthiness were three of my key strengths.

Supplementing my studies, I have a range of experience both within and outside of the law. I have interned with Seamus Maguire & Co, and Bannon Clinch & Collins. I have recently completed an internship with Mason Alexander. In terms of my internship with Seamus Maguire & Co, I found my legal knowledge was enhanced, transforming from a theoretical knowledge of the law to a practical one. There was no aspect of the practice to which I was not involved or included. Real responsibilities were placed upon me. These include but are not limited to; collating submissions for the court, engaging with clients, drafting of wills. Most significantly my responsibilities were similar to that of a trainee solicitor. The implications of this being I was given the responsibility of coordinating with clients and barristers when cases were brought to court. I was also given the responsibility of collating files for grants of probate. The experience gained at Seamus Maguire & Co was invaluable and I feel this has enhanced my personal experience as a lawyer, which will significantly benefit Byrne Wallace.

Having achieved experience in a smaller legal practice I feel it would be a beyond beneficial experience to gain insight into the workings of a larger firm. I hope to expand upon my theoretical and practical knowledge of the law through working with HOMS Solicitors. As a dynamic, client-focused law firm, Byrne Wallace appeals to

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me. Of particular interest to me is the prestigious reputation of your firm, being client focused while also providing a range of services both public and private. In particular, the specialized practice areas across various fields of law differentiates the firm from others which appeals to me.

Giving back to the community is a trait, which resonates with me personally. This is illustrated through my volunteering work for various charities. I ran the mini marathon for charities such as Aware, the Alzheimer's Society and Pieta House. I have also fundraised for the Marie Keating foundation. This ethos is recognised in Mason Hayes and Curran through pro bono work and the RISE programme.

Throughout my time at Maynooth University, I was a member of the Law Society, European Law Students Association of Ireland (ELSA), the Politics Society and FLAC. I was on the national ELSA board as Human Resources assistant, also I was alumni officer on the ELSA Maynooth committee. I participated in the European ELSA meeting in which I was nominated as secretary. I was the marketing coordinator for the ELSA Maynooth International Negotiation Competition 2017. In 2016 I was the events coordinator for the International Competition. This competition attracts participants from all over the world including India, America and Europe. I am certified in FLAC and ECDL. I am heavily involved in the politics society and was one of the founding members. I was also a member of the European Youth Parliament along with being involved in a Leinster debating competition. I have undertaken a beginner and intermediate German class, both of which I achieved a First-Class Honours.

I am confident that my diverse work experience and success in extracurricular activities make me a strong candidate for this position. I would welcome the opportunity to meet with you and am available for interview at any time. Please don't hesitate to contact me on 087 6617241 or by email at grainne.clinch@ucdconnect.net. I look forward to hearing from you in the near future.

Gráinne Clinch