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Dear Beth,

I am a recent Dublin City University graduate, with a 2.1 degree in Economics, Politics and Law. I am currently undertaking the LLM- Master’s in Laws programme in Dublin City University. I am writing to you as I am interested in your summer internship programme advertised online.

I am interested in the intern position at ByrneWallaceas I wish to pursue a career as a solicitor in Ireland and I feel that an internship position in Ireland’s Law Firm of the Year 2016 and shortlisted Law Firm of the Year 2017 would give me an invaluable insight into life as a trainee solicitor. The position would allow me to gain an insight into one of Ireland’s progressive and diverse commercial law firms. I am interested in the ByrneWallace programme as it is an experienced forward thinking law firm with numerous awards and achievements. The experience which I have gained through interning at Blake Horrigan Solicitors will help me to thrive in your fast moving environment. My three year retail experience has allowed me to deliver a high degree of customer service where I had to deal with a wide range of issues. Dublin City University encouraged me to prepare the necessary skills and qualities needed to survive and thrive in firms like ByrneWallace these include computer literacy, punctuality and commitment. If I were to be successful in the application process I would bring these skills and qualities along with my bubbly personality to ByrneWallace while also learning many more.

Currently, I am halfway through my master’s programme which I am to finish in August 2018. While undertaking my master’s I am working at Blake Horrigan Solicitors on a part-time basis to further deepen my knowledge and experience with the law. Once I finish my dissertation on mental health law in Ireland and the criminal justice system I intend to begin my FE1 exams in this coming October with the hope of being successful in all eight exams by Spring 2019.

Working throughout both my undergraduate programme and postgraduate programme illustrates my commitment and has thought me many skills such as being able to balance work and college. I am hard-working, bubbly, energetic and enthusiastic about learning new skills. I would love to broaden my skills and knowledge with ByrneWallace.

Thank you for taking the time to review my application. I look forward to hearing back from you. I am available to interview at your convenience.

Yours Sincerely,

Hannah Flynn