Jennifer Floyd

 18 Mount Sandford,

 Drogheda,

 Co. Louth.

Re: Internship Programme 2020

To Whom It May Concern:

I am writing to you to be considered for an intern position at ByrneWallace.

As you will note from my curriculum vitae, I am an ambitious and well-rounded final year Bachelor of Corporate Law (B.Corp) student at the National University of Ireland, Galway. I believe the skills and experience I have gained through my academic and extracurricular endeavours make me a suitable candidate for an internship with your firm. These attributes include discipline, commitment and organisation.

Some of my more notable achievements include attaining legal work experience while in full-time education, competing in NUIG's Internal Mediation and Moot Court competitions and being able to make a difference in my community through volunteering. I support myself while in university, and this demonstrates the passion I hold for a career within corporate law.

From speaking with a representative of the firm, Emmet Connelly, the diversity of work, clients and work-life balance available excites me.

I understand ByrneWallace have an open door policy for interns. This hands-on approach is encouraging in choosing a firm. I want to learn from the best; I want exposure to the partners. This is a vital time in my career to obtain the best training possible, to be the best lawyer in the future.

The firm's reputation in advising on corporate transactions shows how relevant the firm is in the commercial environment and inward investment in Ireland. The fact the firm has achieved pro bono work displays the real corporate social responsibility instilled within the culture of the firm. ByrneWallace’s dedication to equality in the workplace is encouraging, as it reflects my ambition to recognise the importance of inclusion. I have previously taken a sign language course to become more inclusive to those with hearing impairments. I would want to engulf myself in the ethos that ByrneWallace holds.

I believe I am very well suited both to your firm and to the role of an intern. I sincerely hope that my curriculum vitae reflects this and that I am given the opportunity to gain experience with your firm. Thank you in advance for taking the time to consider my application, and I look forward to hearing from you in due course.