Jalna

Greenshill

Kilkenny

5/02/2017

Beth Onslow

HR Administrator

ByrneWallace

88 Harcourt Street, Dublin 2

Dear Beth,

My name is Kate Walsh and I am a second year Business and Law student in University College Dublin and I enclose my application form for the ByrneWallace Summer Internship Programme.

I have wanted to pursue a career as a solicitor since I completed work experience in Harte's solicitors in Kilkenny during transition year. My choice to study Business and Law in college is giving me the best opportunity to develop the requisite knowledge and inter-personal skills associated with the profession. I am a diligent and highly motivated self-starter who has developed excellent interpersonal skills, communication skills and analytical skills through my academic and personal life.

I am applying to ByrneWallace as the firm has cemented itself as the top law firm in Ireland and it would therefore be an honour to spend a month in the office working with some of the best solicitors in the country. The prestige and history of the firm together with the firm’s international reputation for professionalism and success really appeals to me and is the type of environment I feel I would thrive in.

I believe ByrneWallace should choose me as a summer intern as I would bring a wide range of skills to the table that would justify your decision. I feel that my personality and analytical approach to work would stand me in good stead in the role and allow me to make the experience positive for both ByrneWallace and myself. I am a hard-worker and would tackle the challenges placed before me, particularly with regard to integrating within a team and dealing with the problems brought forward by clients. I always put the maximum effort into every task and this is something I believe makes me a strong candidate for this position.

I look forward to meeting and demonstrating some of these qualities in person.

Yours sincerely

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Kate Walsh