Dear Hiring Manager

It is with great enthusiasm that I submit my application for the legal internship position at Byrne Wallace. I am an experienced Irish law student with a blend of in-house and law firm experience assisting a broad range of commercial contracts and transactions, as well as providing support with general corporate, commercial, and litigation matters. I am currently a final year LL. B candidate at Trinity College Dublin, and I know that my diverse professional experience will make me an asset. My CV is attached for your review.

I am thrilled at the possibility of assuming an internship position in a dynamic law firm like Byrne Wallace. Previously at Focus Ireland, I engaged in compliance-based work comprising of legal research and advising departments within the organisation nationwide. Prior to this, I worked at Matheson where I assisted senior members of the legal team with providing a broad range of corporate legal advice across numerous technical, business, and operational units, from mergers and acquisitions to commercial contracts. The working environment at Matheson was fast-paced, demanding, and continually changing, which made every day different, the legal questions I confronted were complex, and accustomed me to communicating research in a concise and time-sensitive manner, when necessary. Previously, I worked in Dublin for a general practice firm in a paralegal role that focused primarily on litigation and employment matters in close cooperation with partners. Throughout my legal career, my responsibilities have required me to organize and prioritize matters effectively while working independently and efficiently towards quickly getting answers for business partners, no matter how ambiguous the situation. I am flexible, practical, and easy to work with, and I enjoy finding creative solutions to difficult problems.

What specifically attracts me to Byrne Wallace is its international focus and membership of ALFA international. This is especially important, for me, considering Ireland’s changing legal landscape in light of Brexit. I would love to discuss the internship position and my credentials with you. I am best contacted by email at culhanek@tcd.ie or by telephone at (+353) 083 401 8976. Thank you for your time and consideration. I look forward to hearing from you.

Yours Sincerely

Kathryn Culhane