February 4th 2019

Manager of the Trainee/Intern Programme, Laura Canning, 88 Harcourt Street, 1 Blackrock, Saint Kevins, Sion Hill, D02DK18, Castlebar, Co.Mayo

Dear Sir/Madam,

I would like to be considered for a position as a summer intern in the summer internship programme 2019. I would like to apply in particular to Byrne Wallace because of its track record for excellence and to avail of the opportunity to work alongside leading legal experts. I believe the training provided at Byrne Wallace would be of great benefit to me. I am currently in my second year of Law at DCU. I would love to gain an insight into the inner workings of a forward thinking Irish law firm. When seeking a summer internship as a law student Byrne Wallace immediately comes to mind due to the dynamic nature of the firm and the variety of practice areas. As part of my law degree I completed the Critical Approaches to Law Module which gave a heavy weighting to litigation as an examinable topic where I had to complete a problem question as to how I would advise a client on the litigation process and the history of litigation in Irish Law. I thoroughly enjoyed this module, I achieved a 1.1 in my exam it has been my highest scoring module to date. I am aware of the fact that Byrne Wallace has expanded litigation, and reputation and crisis management with the appointment of a new partner and corporate litigator which is of huge interest to me considering litigation is a particular area of law I am interested in.

I am aware that the firm has recently been awarded Public Sector Legal firm of the year 2018 for the second consecutive year. I share many of the values they have demonstrated in order to achieve the award such as providing a high standard of service, insights and advice to meet and anticipate the sectors needs. I have a background in the retail and hospitality industry from previous part time jobs in secondary school and college including my local hair salon where I have been employed for over five years. The atmosphere I work in has enabled me to develop my interpersonal skills and professionalism. The work that I complete within my part time job is centred around clients and fulfilling their needs and expectations which is similar to that of the Corporate Social Responsibility at your law firm although at a much smaller level. In addition acting with discretion and building a relationship of trust between clients within the hair salon is a vital part of my role. My part time job has allowed me to develop excellent transferable skills which I can apply to Byrne Wallace as an intern.

I admire and am drawn towards the charitable giving and volunteerism as part of the culture at Byrne Wallace and the commitment to make a difference to peoples’ lives. I am passionate about volunteering and am delighted to become involved in something which allows me to give back to the community. I have strong ties to Breast Cancer Ireland having completed the West of Ireland Women’s mini marathon 10k run for the past four years which is a pink ribbon event raising awareness about breast cancer and raising much needed funds for the charity. I also helped with administration duties in the office when the event was first held in my hometown.

I have taken part in an immersion volunteering project in Zambia in 2017. This project required me to fundraise a total of 2,000 euro myself as well as a group fund of over 12,000 all going towards the charity SERVE who are committed to tackling world poverty . I organised and planned a number of fundraising events as part of the project and had to engage with local businesses for sponsorship. The volunteer work I completed included working on local farms harvesting maze as well as working in the local school and orphanage. The project gave me a greater understanding and insight into the developing world and taught me a great deal about sustainable development goals. I took part in this project while also studying for the leaving certificate examinations which undoubtedly required me to develop excellent time management skills. I am high achieving in my personal and academic life, and I fulfil every task I am presented with to the best of my ability which would be an asset to your firm.

I believe the broad array of skills that I have acquired as a result of my studies, work experience and volunteering combined makes me an ideal candidate for the position. Please read the accompanying CV which will provide you with further details of my skill set and academic qualifications. I appreciate you taking the time to read my application and I look forward to hearing from you.

Yours Faithfully,

Laura Canning.