6/2/2019

Manager of the Summer Internship Programme,

Byrne Wallace,

88 Harcourt Street,

Dublin 2,

D02 DK18,

To whom it may concern:

Please accept my CV in consideration of a place in the 2019 Summer Internship Programme. I am a highly motivated and independent person with the internal focus and strength of character to commit, engage, work hard and structure my life in such a way as to achieve my personal and professional goals.

Following the completion of my postgraduate degree in the Master of Laws from DCU I wish to pursue a legal career in which I reach my full personal and professional potential. I believe undertaking an internship at Byrne Wallace would help me to achieve my goals by providing me with an opportunity to develop my skills in a challenging environment that is demanding but offers reward through successful outcomes.

As a firm, Byrne Wallace have an outstanding reputation in providing quality training for their interns. As I train to become a solicitor, I am motivated by the opportunity to compete with some of the brightest and capable fellow interns and to be supported and surrounded by some of the most accomplished legal professionals in the country.

I successfully completed an internship in P.K Simpson Solicitors in Sydney Australia this year. During my time with P.K Simpson I completed a series of rotations with various functions across the legal practice. The experience provided me with valuable insight into the practical application of the law within the legal profession and a busy law firm. My experience also served to galvanise my passion and goal to work full time within the field of law.

I feel that successfully obtaining a position in the Byrne Wallace Summer Internship Programme would allow me to further develop and refine the skills and knowledge I have accumulated so far. I look forward to the prospect of gaining further exposure and learning about the inner workings of the different legal teams within Byrne Wallace.

A key principle I hold is to always contribute and not just receive. As set out in my CV, I have extensive work experience which has allowed me to develop a number of crucial skills such as multi-tasking, solving problems under pressure, communicating effectively and managing customer/client expectations. From this, I feel that I have the necessary experience and temperament to make a positive contribution to any team I work with in Byrne Wallace.

 I understand that the corporate law environment can be highly pressurized at times, however I am confident I hold the requisite resilience to thrive in a top corporate firm. Following from this I am seeking an opportunity to actively engage in the firm I work for, contributing as an active team member for the betterment of the company and its clients whilst also having the opportunity to develop and train. An opportunity to work in a reputable firm such as Byrne Wallace would provide me with an excellent start to my career in the legal profession. I would like to thank you for your consideration in this matter.

Yours sincerely,

Lauren Bolton.