***Lauren Butler Fitzpatrick***

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Ms Beth Onslow,

Human Resources Administrator,

ByrneWallace,

88 Harcourt Street,

Dublin 2,

Ireland

Monday 6th February 2017

Dear Ms Onslow,

I am a second-year law student in Dublin City University and I am writing to you to apply for the ByrneWallace Summer Internship Programme. I was delighted to hear that your firm offered an internship programme as I feel it would be a fantastic place to gain experience and expand my knowledge of corporate law.

I would love the opportunity to become an intern for ByrneWallace as your firm is a leading Irish corporate law firm both nationally and internationally recognised for the quality of its solicitors and practical, commercial advice. I am also acutely aware that ByrneWallace specialise in healthcare law which is an area of law I am extremely interested in due to my on-going work in the Sports Surgery Clinic.

I am currently working in the Sports Medicine Department where I am part of a large team. Fortunately, I have been provided with wonderful experience and given significant responsibilities within the clinic which has helped me develop and expand my practical experience of working in an office environment together with being part of a large efficient team.

I am a very ambitious, dedicated, and friendly person. I am a team player and because of my experience in the Sports Surgery Clinic I am confident that I would thrive in a large corporate environment, like that of your firm. I have excellent communication skills and am thorough in my work whether it’s preparing files or following up on matters and believe my attention to detail will stand to my benefit as intern in ByrneWallace.

I am incredibly hard working and thrive on being busy and would love to work in the hustle and bustle of a corporate law firm. When deciding to study law, I also elected to study Spanish as I wanted to be part of a global firm going forward and believed that my languages would only benefit that goal. I also love the idea that large firms have exposure to international clients with multi-faceted demands which would develop my knowledge of Irish and international law.

A firm like ByrneWallace is renowned, not only for its legal minds, international offices and high profile clients, but also for its support of its trainees. This is extremely important to me. Additionally, as a result of the breadth of your practice areas, any person would be lucky to gain experience through your internship programme and I would relish the opportunity to prove my abilities to you.

As requested, I have enclosed a copy of my CV. I appreciate you taking the time to read my application and look forward to hearing from you.

Kindest Regards,

Lauren.