Dear Sirs,

I am Manal, a fourth year Business and Law student in University College Dublin. After graduation, I intend to become a lawyer, and as such, I am greatly interested in gaining a position in the Byrne Wallace Training Programme.

I have always had a huge interest in law, which is why I took a summer course with the University of London, School of Oriental and Asian Studies. However, I also have a great interest in the business part of my degree, and believe that commercial law is the perfect fit for me, as it would allow me to combine and apply the knowledge and skills I have gained from both parts of my degree.

I believe my work as an intern at Amoss Solicitors will be of use in a legal firm. My time there was my first experience working in a legal setting. I am eager to build on this to further develop my experience and exposure to a legal environment. The skills I acquired there, such as legal drafting and research skills, would be well suited to Byrne Wallace.

My work as a corporate tax intern at Deloitte, I believe, will also be of use in a business law environment. I was given the opportunity to work closely with a director of the department on specific client cases and US FATCA filings. Through this, I was allowed to sit in on meetings with clients and was asked to take minutes and prepared file notes. I feel this, along with working with managers and seniors at the same time, improved my communication skills and time management skills.

The Deloitte Innovation Challenge also allowed me an opportunity to improve on my public speaking and presentation skills, which I believe did improve vastly – the feedback I received on these skills was incredibly positive and my team also made it to the finals of the competition.

I feel like the Training Programme has so much to offer me in terms of skills and experience, but also because I feel like I have something to offer back. I have earned a 2:1 every year thus far and have always strived to learn and gain more experiences to further increase and develop my skill set. My blog has allowed me to develop great writing skills and I have good public speaking skills. Finally, I believe that my experience with both business and law (academically and work-experience wise) make me an ideal candidate for the programme.

Please find attached my CV.

I look forward to hearing from you.

Yours sincerely,

Miss Manal Awan