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Dear Sir/Madam,

By this letter and application I wish to apply for the Summer Internship programme at ByrneWallace. I am currently in my final year of the Business and Law International degree at Maynooth University. As part of my studies I spent a year on Erasmus at Comenius University in Bratislava, Slovakia.

The nature of my degree has prepared me for the position as a summer intern and a career with ByrneWallace. Throughout my four years at university, both at home and abroad, I have conducted independent research in my studies and my extra-curricular activities. This required a great deal of initiative, self-motivation and, in some cases, entrepreneurship. I have also been able to develop a wide range of skills which make me suitable for this position. I am a conscientious, hard-working and internationally-minded person. I am keen to work with ByrneWallace to further its great reputation.

Through my various jobs and extracurricular activities in university I have seen that the law has a huge impact on the world around us. No area is more cutting edge than that of the commercial law world, and this combined with the ability to be challenged and develop a critical eye is why I believe a career in commercial law is for me. The best way to get first-hand experience of this is through the Summer Internship programme at ByrneWallace.

I am eager to put the theories and concepts I have learned at university, and through my extra-curricular activities, to the test on this Summer Internship. I am an adaptable person and look forward to working in new environments. This is evident in my previous experiences. I opted to take an Erasmus year to somewhere unknown to me, I thrived with the opportunity to meet new people and develop as a person. I have been heavily involved with the organisation ELSA, the European Law Students' Association. For the past four years I have honed my inter-personal, networking, research (both independent and as part of a team) and communication skills. I have also been given many leadership roles within ELSA and I have represented Ireland at numerous international meetings and conferences. I believe these skills are transferable and will help me be successful on the Summer Internship Programme

My academic and work experience has taught me to work well with other people and to take responsibility for my own work. I am an outgoing person and I take pride in my communication and inter-personal skills. I enjoy both independent work and team-work and strive at the opportunity to work in challenging business environments. My enthusiasm and determination ensure that I will make a success of this role. Thank you for taking the time to consider this application and I look forward to hearing from you in the near future.

Yours faithfully,  
Mark O'Reilly