Ballyhoneen,

Cloghane,

Dingle,

Co. Kerry.

(087)7501966

21 February 2020

88 Harcourt Street,

Dublin 2,

Co. Dublin.

To whom it may concern,

By way of introduction, my name is Mary Maunsell and I wish to apply to the ByrneWallace Summer Internship Programme. I am a diligent, focused and motivated International Migration and Refugee Law and Policy master’s student at the National University of Ireland, Galway. I received my Bachelor in Civil Law from University College Cork in 2018.

I aspire to train as a solicitor with ByrneWallace. Therefore, I believe the Summer Internship Programme is an invaluable opportunity for me to progress towards this goal. I believe I possess the necessary skill set to excel in a firm like ByrneWallace. I have a strong work ethic, a track record of succeeding in a fast-paced environment and the ability to perform well under pressure. I have displayed these traits throughout my time working as an IT Recruiter in S.I Systems, Toronto, which is the largest Canadian owned IT recruitment company in Canada. This position has allowed me to develop my interpersonal skills and has given me an invaluable insight into the business-client relationship, where our ultimate goal was to meet and exceed the expectations of our clients. I recruited for several of Canada’s top banks including RBC, CIBC, and BMO as well as consulting firms such as Deloitte and PwC. I worked under a strict 48-hour deadline to find my client the most suitable candidate for their needs in order to remain ahead of our competitors. It also allowed me to work as a team in a professional environment by helping out any of my team members who were overwhelmed with roles when I could, to ensure we met our monthly team goals. This focus on client care and teamwork is experience which I believe I could contribute to the team in ByrneWallace to ensure clients’ expectations are exceeded.

Throughout my time in Toronto, I also developed my time management skills by effectively working two jobs for the majority of my time there. Whilst working as an IT Recruiter, I also waitressed in the National Club, a private club for business professionals in the financial district of downtown Toronto. This position required extreme attention to detail in order to ensure that I continuously provided five-star service to the members and their guests whilst working under pressure. My consistently excellent service eventually led to my progression and promotion to head waitress of the club’s rooftop restaurant.

I will sit my first round of FE1s in October and ByrneWallace is my firm of choice for a traineeship. Initially, I was specifically attracted to ByrneWallace because of the firm’s wide range of practice areas they excel in. ByrneWallace is a top tier firm, the fact the firm was voted Law Firm of the Year in 2016 and received the Excellence in Client Service Award in 2017 speaks to this. However, upon doing further research and reading, I know there is much more that sets ByrneWallace apart from its competitors. The culture and values of the firm are palpable upon reading employee testimonies. Finally, I strive to work in an environment surrounded by Ireland’s leading legal minds and firmly believe that such an environment of excellence exists at ByrneWallace.

Thank you for taking the time to consider my application. I am available to contact at all times for an interview or if you have any queries about my application.

Kindest regards,

Mary Maunsell.