Nadine Khalifa

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D12 Y602

(087) 721851

Nadine.Khalifa2@mail.dcu.ie

ByrneWallace

88 Harcourt Street,

Dublin 2,

D02 DK18,

Ireland

Dear ByrneWallace:

I am writing in response to your Summer Intern Programme available for final year students. I have a solid educational foundation and am extremely enthusiastic. My ability to get along well with others, to make necessary adjustments to meet deadlines, and to go the extra mile in general are just some of the qualities I would bring to the position with your firm.

I am confident that my skills and my passion for Law are a perfect match for this position. I would bring to your company a broad range of skills, including:

* Researching, drafting, and revising legal opinion publications
* Preparing legal complaints
* Information management and document drafting.

I would welcome the opportunity to further discuss this position with you. If you have questions or would like to schedule an interview, please contact me by phone at **(087) 721851** or by email at **Nadine.Khalifa2@mail.dcu.ie**. I have enclosed my resume for your review, and I look forward to hearing from you.

Sincerely,

Nadine Khalifa.