

Natalie Kelly

112 Medebawn, Dundalk, Co. Louth | 0838123766 | Nataliekelly04@outlook.com

Attention for the Department of Human Resources,

It is with great enthusiasm that I am writing to apply for the Summer Internship Programme 2019.

My knowledge, skills, and experiences are a perfect match for this summer internship. My previous internship at O'Hanrahan Lally D'Alton Solicitors taught me the importance of completing my work to the highest possible standard, time- management and to face new challenges with a strategic and open mind. Next Retail Ltd and River Island educated me on the importance of communication skills in order to achieve a high level of customer satisfaction. Luke Murphy's Pharmacy allowed me to gain knowledge in organisation, along with the ability to take initiative. Lastly, in The Greenmount Restaurant, I learned how to multitask, work under pressure and the importance of teamwork.

Having previous experience working in a firm that provides legal services in matters such as personal injury claims and defamation. I would love to acquire an internship at Byrne Wallace to gain a sense of the culture of your law firm and the daily tasks and challenges that it has to offer. Despite not knowing a clear area of law to focus my career on, I can hope to gain a further insight into the legal sectors that your firm has to offer.

Although I am not heavily involved in many of the university clubs and societies, I do feel that I make up for my lack of involvement with my work ethic. I enjoy learning new skills and being faced with new challenges, as evident from my choice of jobs. Especially working in retail, as each person that approaches will have a different problem with an attitude to match. I feel that at Byrne Wallace, plenty of opportunities and challenges will arise over the course of the internship that would aid me in realising my ambitions and goals I want to achieve in my future career in law. In return, I am able to offer your firm my ability to work hard and use my skillset to achieve any task given.

I thank you in advance for considering my application.

Yours sincerely,

Natalie Kelly.