|  |
| --- |
| 59 Woodfield  Scholarstown Road  Rathfarnham  Dublin 16 |
|  |

Byrne Wallace

88 Harcourt Street

Dublin 2

7th February 2019

Dear Crona,

I am sending you this letter in relation to the email that I sent you on the 6th of February 2019. Attached is my CV.

I am currently a second year Business and Law (BBL Stage 2) student in UCD. My most recent result is a 2:1 which I am aware is a requirement to apply for an internship with Byrne Wallace.

I am interested in participating in your Internship Programme for the following reasons:

* The wide range of specialist areas that your firm practices in would give me a great insight into what specialist area I would like to work in in the future.
* To be part of an award winning firm.
* To gain an insight into working in a company renowned for its excellence.

I believe that I would be suitable because:

* I am a highly motivated and hard-working individual who works on my own initiative.
* I am an organised and conscientious worker who enjoys working in a busy, challenging and dynamic environment.
* I am a quick learner and have excellent communication skills.
* I am an individual with strong interpersonal skills who thrives on responsibility.

If it is deemed that I am not yet eligible for the Internship Programme, I would be delighted if you would consider me for any summer work opportunities that may arise.

I look forward to hearing from you at your earliest convenient.

Yours sincerely,

Niamh Devenney