Patrick Belton

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RE: Application for Summer internship position.

To whom it may concern,

As I am a motivated individual I am extremely interested in applying for a position as a summer intern at Byrne Wallace. While continuing my studies through the bachelor of laws degree that I am currently enrolled in I was employed with Cliften Hill Developments, a fast-paced construction company. This position allowed me to gain valuable employment skills while simultaneously allowing me to fund my university degree. These opportunities have allowed me to acquire skills that I feel would be largely applicable to the summer internship position. These skills include organisational, clerical, team work and intercommunicative skills among others. My teachers and previous employer have commended me for my high motivation and interpersonal skills which I feel would allow me to excel in your firm and support the needs of your firm.

I would be grateful for the opportunity to discuss my application at an interview for the position. You can contact me through all of the aforementioned details. I have attached my C.V. and hope that it is detailed enough to answer some rudimentary questions.

Thank you in advance for your time,

Patrick.