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Byrne Wallace,

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To whom it may concern,

 My name is Róisín Finn, and I am writing to apply for a position on the Byrne Wallace Summer Internship Programme. I am a Final Year (BCL) Law with Politics student in University College Dublin, and completed an Erasmus Exchange Programme in Charles University Prague last year.

I aspire to complete a summer internship with Byrne Wallace for a number of reasons. My Erasmus exchange has inspired me to seek experience in a firm with an international presence. With a number of strong affiliation with ALFA International and links with international firms, an internship with Byrne Wallace would expose me to multi-jurisdictional transactions and a global legal network. Experience with the firm would provide me with the opportunity to assist in some Ireland’s most influential and multi-jurisdictional corporate transactions in a very real sense, such as the recent work on the acquisition of Club Website Limited by Teamer. Exposure to such a high calibre of work sets Byrne Wallace apart, and from speaking with Trainees at UCD Law Fair and networking events, I am confident that as an intern I would gain comprehensive training and experience that mirrors the top tier work the firm delivers. I am a driven and ambitious individual, and with recognition of excellence from Lexcel and various national and international bodies, I am confident Byrne Wallace is a firm in which I could thrive as an intern.

I want to train with a firm with a sense of social responsibility, as my experience in philanthropy includes a month long volunteer expedition to Vietnam. This required fundraising €2000, which took innovation and organizational skills when approaching businesses for sponsorship or planning fundraising events. I worked as a volunteer in the LTK Hospital which provides day care for physically and mentally disabled children. Through this I developed a solutions-driven attitude towards all kinds of work, learned think innovatively and to quickly adapt to a new environment, skills which are directly transferable to Byrne Wallace’s CSR efforts both in office and in the community.

I believe I possess the necessary skillset to excel in a commercial firm like Byrne Wallace. I have a strong work ethic, displayed by my promotion within Murphy’s Ice Cream, Dingle, where I have acted as a leader and delegator amongst my peers for two years. Such success within a commercial setting, where customer service is of great importance, reflects my client-centred attitude and acumen for problem-solving. The range of modules I have chosen to study, including Company Law, Dispute Resolution, and Employment Law, have exposed me to the commercial world and its intrinsic link with the legal profession. My degree itself, and my internship under Senator Marie Moloney taught me the intricacies of the political and legal sphere, including how to conduct myself in a professional manner and create inventive solutions to public policy issues. I possess excellent research and writing skills, honed through contributions to a college newspaper, the University Observer. Student journalism has also improved my skills in accuracy and attention to detail, which are indispensable in a corporate setting. I am currently Public Relations Officer of the UCD Student Legal Service (SLS). My duties involve managing the society’s social media presence, designing posters, engaging in campus promotion, and carrying out general committee duties. I have recently acted as both a ‘dummy participant’ and a judge during the SLS Negotiation Competition, gaining experience as a negotiator in a commercial transaction, and in providing critical analysis. Committee involvement has increased my communication, time management, and teamwork skills, all essential to the collaborative and progressive nature Byrne Wallace strives to foster within the firm.

I believe that I have demonstrated the determination, ability and commitment you are looking for. I have attached a copy of my CV highlighting relevant experience to the Summer Internship Programme. Thank you for your time and consideration and I look forward to hearing from you.