 Rachael Collins

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Recruitment officer

Bryne Wallace February 15, 2020

88 Harcourt St, Saint Kevin’s

Dublin, D02 DK18.

Dear Sir/Madam,

As a third year Business and Law student in UCD, it is with great enthusiasm that I submit my application to you for the summer internship position. A successful internship program would give me invaluable experience in the workplace and complement my legal and business academics to date. It would also provide me with opportunities to better understand the available options for my future career.

I work diligently at my academics and always strive to achieve the best I can. In parallel I have been employed fulltime during summer months since 2016 and part-time during the academic year. Although this can be challenging at times, it is beneficial for my self-development and workplace skills e.g. communication, organizational, customer-service, business acumen, etc.

I am extremely interested in obtaining a Byrne Wallace internship as I want to work in an Irish law firm that will value my unique academic background and from which I can gain valuable experience and I believe that Bryne Wallace is the perfect fit due to their reputation, organisational culture and area of expertise.

Over the years I have been very active in sport both team and single-player based. I have achieved national level successes in Tennis and Volleyball and County level for GAA. There are also many losses playing sport and I have found that both the success and failure in sport have taught me to be focused, resilient, and to learn from others. Sport has also taught me how to be a good team player, commitment and patience.

It is this work, sporting experience and can-do attitude that helped me to gain employment as an Executive Assistant in a significant Business and Commercial Property Company during my Summer in Vancouver.

I hope that my experience, skills and academics to date can be reviewed favourably and are seen to match those you require for your Summer Internship Program. I first heard about your company through your success in being the top overall law firm of the year in 2018 (ACQ5 Law Awards). Following my study of accounting and finance in addition to many law modules I am particularly interested in the commercial services aspect of Bryne Wallace and I am fascinated by the possibility of gaining experience with you.

I would welcome the opportunity to explore my suitability for the internship role further and look forward to hearing from you

Yours sincerely,

Rachael Collins