**ByrneWallace - Summer Internship**

Rachel Jones,

Kildromin,

Kilteely,

Co. Limerick.

086-2282851

5th February 2018.

Beth Onslow

HR Administrator

ByrneWallace

88 Harcourt Street, Dublin 2.

Dear Ms Onslow,

I would like to apply for the ByneWallace Summer Internship Programme. I am currently a fourth year Law Plus student from the University of Limerick (UL). The reason I chose to study law was so that I could help those around me. My father has always been a risk-taker when it came to business ventures but at times he has lacked the legal know-how and business background needed to progress to the next level. It was by looking at the potential and ambitions of my father that fuelled my desire to pursue a career in a commercial law firm. This interest also caused me to take commercial law on a pass/fail basis in my second year. I am now in my fourth year of university and this passion has never left me, I am now the president of the student law society and my knowledge and desire to learn more about the commercial world and what it entails has only expanded.

I first encountered ByrneWallace Solicitors when I attended a career fair in my second year. Although I was intimidated by the high standard of professionalism presented, I remember wanting to be a part of it. The reason ByrneWallace Solicitors particularly appeals to me is due to its variety of commercial work and high standards that it places on its employees. ByrneWallace Solicitors provides an environment that nurtures and develops its employees and that is the kind of environment I would like to experience.

As part of my degree, I had the wonderful opportunity to work in Mason, Hayes and Curran for six months as part of the debt recovery team. This experience solidified my ambitions of working in a commercial law firm, I enjoyed being a part of the firm and learning about memos and how to advise clients correctly and I know it’s a world I would like to invest myself in. It is because of my desire to get more experience in a commercial law firm that I would like to apply for this internship.

I feel like I would be a good candidate for this internship because I have always been involved in committees both within and outside UL. Each role has required others to depend on me and thus I have always aimed to be someone worthy of that kind of responsibility. My initiative and dedication to these roles has resulted in being the winner of the “SoUL award” and runner up in ULs most improved society. If given the opportunity, I can bring this tenacity to this internship.

The skills and experience outlined in my Curriculum Vitae are indicative of what is required to work effectively in this internship. I will do what is required of me in all situations to the highest standard. Finally, I would like to thank you for your time in reading this letter and my resume.

Sincerely,

Rachel Jones