

Ms. Emily Murray,
ByrneWallace,
88 Harcourt Street,
Dublin 2.

22 Cluain Chormaic,
Kildysart,
Co.Clare
24th February 2020

Dear Ms. Murray,

My name is Rebecca Cahill and I wish to apply for the Summer Internship Programme in ByrneWallace.

I am currently in my final year at NUI Galway studying a Bachelor of Laws and maintaining a 1.1 average. I also have plans to sit the FE-1 exams in October 2020. Given my academic performance and commitment to date, along with my friendly and professional manner and organisational skills, I feel I would be an ideal candidate for an internship in ByrneWallace.

I believe my best quality is my ability to multi-task in my personal and professional life. I currently work one day a week as a legal secretary with O'Carroll & Co Solicitors in Galway who specialise in Conveyancing, Probate and Litigation. Whilst working in O'Carroll & Co, I also work at the weekends in the Old Ground Hotel in Ennis as a receptionist. I am also in my final year of the Diplóma sa Ghaeilge in NUIG.

ByrneWallace stands out to me as a highly regarded firm offering a broad range of legal services. One area that stands out in particular is your Litigation and Dispute Resolution Department. I have a keen interest in Alternative Dispute Resolution and have just represented NUIG at the 15th International Commercial Mediation Competition in Paris and I noted that your Litigation, and Dispute Resolutions offers advice in all types of with commercial disputes which is something I am keen to get involved in. I am also impressed with your ACQ5 award winning Employment Department. I further noted that you are commended for your excellence on client service which is something I pride myself on. I would love to be given the opportunity to work in ByrneWallace as I have always been very ambitious, and this is exactly the challenge I need to equip me to get the best out of my career in law.

I appreciate you taking the time to read my application and I look forward to hearing from you.

Yours sincerely,

Rebecca Cahill