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16th February 2019

Manager of the Summer Intern Programme

ByrneWallace

88 Harcourt Street

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Dublin

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To whom it may concern,

My name is Sasha Hearns and I am writing to you to apply for a position in the ByrneWallace 2020 Internship Programme. Please find enclosed a copy of my CV for your review.

I am a final year student of Law in Trinity College Dublin and I intend to train to become a commercial solicitor. I am eager to work as an intern in ByrneWallace in order to further develop my legal skills and to gain insight into life in a leading commercial law firm. Working alongside legal professionals at the top of their field would be an invaluable and hands-on learning experience.

I think that my studies in Trinity has provided me with excellent preparation for a law career. The expected high standard in my course has pushed me to develop my writing and analytical abilities. Furthermore, group work and projects have improved my teamwork and communications skills. I am well rounded and think that I would have a lot to offer as an intern in ByrneWallace.

ByrneWallace is a leading law firm with big clients and interesting work for its solicitors, yet it still places an emphasis on an inclusive and friendly work environment. The work culture appeals to me as there is a great deal of teamwork and collaboration among solicitors. The Internship Programme offers many valuable learning opportunities. I am eager to experience the work of different departments through the tailored learning programme. Working alongside partners, associates and trainees will allow me to gain first-hand experience in client dealings and the work expected in a commercial law firm.

I would like to become a commercial solicitor because it is an exciting job with diverse opportunities. It is a dynamic occupation that allows you to apply legal knowledge to real life business situations. Being a solicitor is challenging but extremely rewarding following hard work and dedication, two values that I have demonstrated through my high grades in secondary school and college. Teamwork is an essential trait in the legal profession, one which I have developed both in college and in my interests in sports such as hockey. Being a lawyer also involves giving back to the community through volunteering and pro bono work. Charity work is important to me and I have been involved with Habitat for Humanity and Meals on Wheels, among other organisations in the past.

I was selected to be a Summer Intern in Eugene F Collins Solicitors this year. I got valuable experience by working closely with other trainees, solicitors and partners. I was given hands-on tasks and a lot of responsibility which helped in my understanding of what the day-to-day life of a trainee is like. I worked for 3 weeks in Private Client and 3 weeks in Banking. In my Private Client seat, I gained experience in how solicitors interact with their clients by sitting in on meetings and writing up attendance briefs on what was discussed. In my Banking seat, I read through contracts to ensure that all sections were cohesive, I drafted letters to clients and I assisted in legal research. I found my both seats very exciting and would be interested to expand my experience into other departments in ByrneWallace to further my legal knowledge. I am particularly keen in interning in the litigation and dispute resolution department.

Thank you for considering my application. I look forward to hearing from you.

Best regards,

Sasha Hearns