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University College Dublin,
Belfield,
Dublin 4.

Byrne Wallace,
88 Harcourt St,
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Dublin
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Dear Sir/Madam

I am a final year student at University College Dublin, Sutherland School of Law and I am writing to apply for a summer internship with Byrne Wallace law firm. I hope I can gain valuable legal experience while using the skills I have developed over the course of my undergraduate degree to be of assistance in your office.

Having always maintained a part-time job throughout my education, I have worked in a number of demanding and dynamic environments ranging from a luxury city centre hotel to high profile construction projects in Dublin. I work quickly and efficiently and take great pride in delivering high quality work. I believe I can make a substantive contribution to your office.

My experience in negotiation competitions has helped me hone effective communication skills in order to find the best possible solution for my client. This experience has been put to practical use in my role as a dispute mediator for University College Dublin Residential Services. Moreover in high pressure emergency situations my use of effective communication to liaise with all the relevant services on campus has helped resolve difficult situations rapidly.

I know that interning with Byrne Wallace would offer an invaluable opportunity to observe and learn from excellent legal practitioners. I would be grateful for any opportunity to work with your firm. Thank you in advance for your time and consideration.

Yours Faithfully,
Seána Carty