Shannon Deighton

7 Palmerston Villas

Rathmines

Dublin 6

31 January 2018

Beth Onslow

ByrneWallace

88 Harcourt Street,

Dublin 2

Dear Ms. Onslow,

As a third year student of Business and Law in UCD, with a strong academic record, I am writing to apply for a place on the ByrneWallace Summer Intern Programme. As requested I am enclosing a copy of my CV highlighting my education, achievements and work experience for your attention.

A firm that is recognised for its training and continuous development for both interns and graduates is what initially swayed me towards ByrneWallace. I would be delighted to be granted a summer intern position in your company as through the smaller intakes, it offers greater exposure to varied and interesting work. The firm was recently awarded the Irish Law Awards Excellence in Client Service Award 2017 as well as the Law firm of the year 2016 which demonstrates the progressive nature of ByrneWallace. I therefore believe that it would be an exciting time to be an intern in the firm. Byrne Wallace holds a strategic differentiator in its ability to put the needs of the client ahead of all else. Helping others to resolve their problems is just one of the many reasons for my decision to pursue a career in the legal profession. I want to work in a full service commercial law firm as I am certain that it will continuously test and inspire me. The vast range of job duties and the opportunity to work with individuals, corporations and on international transactions would be both fulfilling and engaging.

 I have had strong aspirations to succeed in the legal profession for some time now. Having studied Business & Law in UCD for three years I am confident that I made the right decision. At Just Retirement Ltd, a leading UK Assurance company I developed an awareness that attention to detail is critical to efficiency in a team environment. The week that I spent at the firm exposed me to various departments, three days of which were spent with the legal team. Corporate law is where my main interests are focused at present. ByrneWallace has one of the leading corporate practices in Ireland which is another reason for my decision to apply here. I have gained a strong understanding of and interest in the dynamics of business and the legal profession within it from studying relevant modules.

I believe that I have the skillset necessary to make an impact at ByrneWallace. My experience in various voluntary and paid work have emphasised to me the importance of being able to communicate effectively. The dedication that I have showed towards my part-time job for over two years demonstrates that I am a reliable individual. I have the ability to remain calm and prioritise, essential when I could be working with several clients at the same time. My commitment to college and grades attained have been achieved alongside the demands of my part time work. I am approachable, open and willing to work with new people to accomplish goals. In secondary school I captained the school football team for two consecutive years, during which we won Leinster and All- Ireland titles. These abilities and my commercial knowledge, developed through my various work experiences and the business nature of my undergraduate degree are one of the many reasons that I would excel as an intern in your firm.

 I would sincerely appreciate the opportunity to be part of your team. I am currently away on Erasmus in Madrid and will be returning at the end of May. I look forward to hearing from you and would like to thank you in advance for taking the time to consider my application.

Yours sincerely,

Shannon Deighton