21 Orlagh Avenue  
 Scholarstown Road  
 Dublin 16

Beth Onslow  
Byrne Wallace  
88 Harcourt Street  
Saint Kevin's   
Dublin 2

12th February 2018

Dear Ms. Onslow,

I am a third year student at Dublin City University and I am writing to apply for the Internship Programme with Byrne Wallace. I have a strong second class honours which I achieved while working part time as a Personal Shopper and Sales Consultant in a retail store. I feel confident that I will make a positive contribution to your office while strengthening the skills I need for a career in Corporate law.

I was drawn to Byrne Wallace because it is my career goal to combine my interests in business and law. My favourite module was Company Law which dealt with many areas such as new incorporations and insolvency events. I have always had a keen commercial interest since studying business in school and this leads me to believe I will be well suited to a Corporate Law firm. My ambition now is to assist on some of the biggest banking and commercial deals in the country and to learn from the lawyers who structure these transactions.

Last semester, I had a Moot Court module that allowed me to enhance my oral argument skills as well as how to prepare written submissions. Additionally, I worked in Howell & Co Solicitors and from this experience I learned how to deal with clients in a professional setting and work towards deadlines when drafting legal documents for Family Law, Personal Injuries Law and Medical Law cases.

I am a determined individual which I believe is an important attribute for any individual involved in a Corporate Law firm. It will certainly be essential in the Trainee stage of my career where I am sure to encounter different difficulties. I will be required to not only study for exams but also to work with a large team, juggling different priorities when I am in the office. I have the determination to solve difficult queries and not to give up when I am challenged - my involvement in golf is a testament to that.

I believe I am the ideal candidate for Byrne Wallace as I not only have legal work experience but also good people skills and the ability to work well as part of a team that I have learned from working on a team of two solicitors and a legal secretary. My legal research and writing skills will also allow me to be a good contribution to Byrne Wallace.

I have enclosed my resume highlighting my education and work experience. I hope to have the opportunity to interview with you and express further my enthusiasm for the Summer Internship Programme. Thank you in advance for your time and your consideration.

I look forward to hearing from you.

Yours Faithfully,

Shauna McIntyre