Byrne Wallace,

87-88 Harcourt Street,

Dublin 2,

Ireland

Knocktarna,

117 Howth Road,

Howth,

Co.Dublin.

 February 24th 2016

Dear Sir or Madam,

I am writing to apply for a position as a summer intern at Byrne Wallace.

As a student of International Modern Languages at UCD in my 3rd year on Erasmus (September 2015 until June 2016) in Brussels. I have considered a career in law since my school days. Law was one of my main choices on the CAO until I made the decision to pursue languages and place International Modern Languages as my primary selection. For the last number of years a career in law has however remained at the forefront of my mind. Following extensive research this career direction has been reinforced by engaging with a number of legal professionals. Therefore, I now feel I am ready to embark on this path.

I am interested in interning at Byrne Wallace as it is one of the top law firms in the country with both a local and international client base. If I am successful in obtaining an internship it would be a tremendous opportunity to understand and learn about what it is like to work in a top tier legal environment.

Byrne Wallace would provide me with a unique opportunity to receive guidance from experienced professionals, from trainees to seasoned lawyers. I feel that the experience of working in your firm as a summer intern will give me a better understanding of law as it is practiced in a commercial environment.

As a student I have had a number of work placements and part-time jobs working in the following companies:

* *Appian Asset Management – Financial sector (6 months, from 2011-present)*
* *The Oar House Restaurant – Hospitality sector (3 years, part time: from 2013-present)*
* *McCartans Pharmacy – Retail sector (1 month, August 2010)*
* *Davy Group – Financial sector (1 week, April 2011)*

**Work Experience Overview:**

**Appian Asset Management** (http://www.appianasset.ie/) is a leading Irish based and owned asset manager, managing a range of funds which invest globally, to grow and protect clients’ assets while generating sustainable income.

*Key Work Achievements (6 months, part time 2010-present):*

* Temporary receptionist
* Meeting and greeting clients
* Updating client databases and clerical work
* Assisting the client relationship team with quarterly valuations

**Oar House Restaurant** (http://oarhouse.ie/)is a well renowned family run, seafood restaurant located in Howth, frequented by locals and hugely popular amongst tourists.

*Key Work Achievements (3 years, part time 2013-present):*

* Customer service
* Multitasking between customers, the kitchen and the bar
* Working the till and credit card machines
* Working as part of a team
* Accuracy

I hope that you will consider my application favourably and I look forward to hearing from you in due course.

 Yours sincerely,

Sophie Lawless.