Stephen Miller

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Hiring Manager

Byrne Wallace

88 Harcourt St, Saint Kevin's, Dublin 2

**Dear Hiring Manager**

I am a postgraduate Masters in Common Law student in UCD and I am writing to apply for the internship program at Byrne Wallace for the summer of 2018. I feel my character and the skills I have gained from my academic and past work experience make me an ideal candidate.

My interest in the legal profession peaked in the year I completed my Leaving Cert. Having chosen Law in UCD as my first choice through the CAO I was offered the BA in History instead. I entered first year with the intention of taking a postgraduate course in the Sutherland School of Law after completion of my undergraduate. Listening to friends that have studied law and been part of internship programs talk about their experiences has encouraged me to gather experience of my own.

I chose to apply to Byrne Wallace for several reasons. I heard about the firm by word of mouth from classmates and spoke to a member of the firm at the UCD Internship Fair on February 1st, Mr. Alex Henderson, who described his experience and the ethos of the firm. The emphasis on maintaining client satisfaction by establishing close relationships and providing solution-based advice appeals greatly to me, particularly given my extensive background in customer service roles. The attitude the firm has toward interns, as described by Mr. Henderson at the Internship Fair, as understanding of the limited legal experience a student may have and in providing an open learning environment where questions are welcomed is also a significant factor. I also have a keen interest in working in a full-service law firm with so wide a range of practice areas as Byrne Wallace which would allow me to see more and gather greater experience in finding out which area I have the most interest in.

I believe I have a valuable work ethic, relevant skillset and character that would allow me to make an impact at the firm and settle in well with other team members. My college career has required consistent commitment to regular research sessions, reports and essays, and PowerPoint presentations. As a result, I have developed refined research, writing, communication and technical skills. As a hobby, I have an interest in computers and technology. I have built two desktops systems to date and repaired numerous desktops and laptops for friends and family. Through this I have retained knowledge and technical skills in PC hardware issues and repair which compliments by sense of commitment to learning new things and taking on new challenges. Through my work history I have developed strong interpersonal skills through customer service that benefit me greatly in team situations and would do the same in client interactions. As a staff supervisor in my current place of work I have developed new skills as a figure of responsibility and a leader which include staff task management and stepping up to new challenges.

My determination to overcome challenges and achieve the best possible outcome in those challenges has been embedded in my personality, as evident from my attitude to not getting my preferred undergraduate course, learning quickly after entering the hospitality industry with no experience and setting myself new challenges such as becoming particularly technologically savvy. It has become a standard approach to life for me, to expect challenge and difficulty and not to retreat in the face of it.

I would like to thank you for taking the time to read this and look forward to hearing from you soon.,

**Sincerely,**

**Stephen Miller.**