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Beth Onslow
HR Administrator
Byrne Wallace

Dear Beth Onslow,

I am currently a final year LLB student in University College Cork and I am writing to apply for a position in the Summer Internship Programme with Byrne Wallace.

Prior to studying law, I completed a Bachelor of Commerce degree in NUI Galway. During this period I gained valuable commercial awareness due to the focus of the degree and also as a result working part time with the family business, a construction sub-contracting company in London.

I then commenced employment with the Mortgage Arrears Unit within AIB. This was a challenging role that provided me with the opportunity to work under pressure towards the best outcome for the customer in a clear, unambiguous and articulate manner. This was a team-orientated environment and as a result of this I have an excellent ability to collaborate with people in a professional, patient and honest manner. I believe I can contribute positively to Byrne Wallace through building a positive relationship with both colleagues and clients such as the HSE.

After commencing the LLB programme in University College Cork, I worked as a Judicial Extern in the United States Federal Court in Los Angeles. This involved examining complaints to ensure it was filed in the correct jurisdiction and complied with the procedural rules in the federal court. I drafted a judgement on behalf of Judge André Birotte Jr, which enhanced my research and writing skills. I had the opportunity to discuss cases before the court and attend Irish American Bar Association functions', which improved my networking ability, and provided an excellent setting to meet a wide range of people.

Currently I am volunteering with the IT Law clinic at UCC where I have the opportunity to complete legal research and provide advice to a number of firms, in particular start-ups. I have enclosed a CV highlighting my education and work experience. I hope to have the opportunity to interview with you about a summer position with Byrne Wallace. Thank you in advance for your time and consideration.

Yours Sincerely,

Thomas Barrett