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To whom it may concern,

I am writing to you to express my desire to participate in your summer internship programme. Please find attached a copy of my c.v., in which I have outlined my work history, qualifications and achievements to date. I am currently enrolled in the BCL programme at University College Dublin.

I am a motivated, diligent and hardworking individual with a proven ability to work on my own initiative. I supported myself financially through college and due to work commitments in the early years of my degree, I was not achieving the results in exams that I believed myself capable of. Last year I took a year out of college to work full time and since I returned to college in a more financially secure position, I have achieved only As and Bs. During my year out my mind became restless without constantly learning, so using online tutorials, I taught myself how to read and write several computer languages. I learned HTML, CSS, Javascript and Python. I can design websites comfortably and perform basic programming tasks. I believe that this displays my self motivation and initiative.

I have developed strong client management and interpersonal skills from my time spent teaching swimming lessons. I learned how to allay fears and inspire trust and confidence, skills that I believe are highly transferable to dealing with clients in a legal setting.

I strongly desire to work alongside trainees, as I feel that I could greatly benefit from their perspective on the transition from college to the next step in my career. I hope for a career with Byrne Wallace and I believe that an opportunity to display my work ethic and personality to possible future colleagues could help in this respect. During the summer internship I hope to further develop my legal skills, gain an understanding of the culture within your firm and create professional connections with the industry's best.

Kind Regards,
William Weaver