Aisling Healy

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17th October 2018

Recruitment Manager Byrne Wallace

Trainee Solicitor Programme 2018, Dublin

Dear Sir/Madam,

It is with great pleasure that I attach my cover letter, in conjunction with my CV, to be considered for the Trainee Solicitor Programme in Byrne Wallace. I am very passionate about pursuing a career in commercial law, having completed my undergraduate degree in law in 2014 and having gained experience in accountancy and corporate banking since. After reflecting on my career and assessing my long-term goals, I have made the decision to return to the law to realise my ambition to become a practicing solicitor at one of Ireland’s leading law firms.

The time is right for me to return to law. Over the past four years I have gained invaluable experiences whilst working in Barr Pomeroy Chartered Accountants and more recently within the Corporate Banking division at HSBC Bank in Dublin. Whilst working within corporate banking I had the opportunity to work on commercial due diligence of large domestic and international companies which sparked my interest in the legal risks faced by these companies in respect of cross jurisdictional complex transactions, restructuring and regulatory challenges. The skills and knowledge that I have gained during this period, such as collaboration with internal and external stakeholders and performing my responsibilities within regulatory constraints and deadlines, will definitely stand me in good stead when I begin my traineeship.

I have made the decision to devote all of my time and effort over the last three months to obtain my FE1 examinations. This is my priority at the moment and I will have all my exams completed in October 2019, ready for entry onto a trainee scheme.

I am a hard-working team player that takes pride in everything I do. One of the reasons I have chosen to apply to Byrne Wallace is that I will be working with the highest calibre of legal professionals and advising on the most significant corporate transactions involving Irish and International companies. I am a great collaborator and enjoy working different with teams with the aim of working towards the one common goal.

I believe I have the analytical, organisational and communication skills to be a success at Byrne Wallace and to be a key member of the team for years to come. I look forward to the opportunity to convey my suitability and excitement for the role in person.

Having a meaningful career, doing a job I am passionate about is of paramount importance to me. I am very confident that should I be awarded a position on Trainee Programme, I will thrive in the environment and bring the enthusiasm and passion that I have for life and my career to Byrne Wallace.

Yours Faithfully,

Aisling Healy

**AISLING HEALY**

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PROFILE

* Team player/leader with experience working to strict regulatory and internal deadlines
* Excellent collaboration skills as shown whilst working with a variety of international teams enabling relationships to be built with key stakeholders
* Ambition to become a corporate solicitor in one of Ireland’s leading law firms

EDUCATION

Present Law Society of Ireland, Dublin

FE1 Examination

*Completed the following modules in October 2018*

*Contract Law, Tort Law, Equity and Trusts*

**2011-2014 Dublin City University, Dublin**

*Bachelor of Civil Law*

*2.1 (Hons)*

**2008-2011** **Newbridge College, Newbridge, Co. Kildare**

*Leaving Certificate (Honours)*

WORK EXPERIENCE

**2016-2018 HSBC Bank Plc**

**Grand Canal Square, Dublin 2**

**Case Manager, Corporate Banking Ireland**

* Performed commercial due diligence reviews of domestic and international subsidiary companies
* Gathered and analysed KYC documentation in accordance with regulatory and internal AML policy requirements.
* Classified clients from a risk and regulatory perspective
* Analysed AML risks associated with the client whilst being alert to any potential financial crime risks and operational issues
* Escalated and reported to senior internal stakeholders on information gaps and progress updates
* Communicated daily with a wide variety of stakeholders within the wider global network such as offshore teams and global relationship managers in different jurisdictions
* Responsible for briefing senior relationship managers and compliance team with a synopsis of reviews performed

**2015-2016 Barr Pomeroy Chartered Accountants**

**Herbert Place, Dublin 2**

**Trainee Accountant**

* Supported colleagues with the preparation audit files, monthly bank reconciliations and preparation of bi-monthly VAT returns
* Preparation and filing of income tax, corporation tax, capital gains tax, LPT and residency compliance requirements
* Liaised with Revenue and Financial Institutions on behalf of clients
* Administrative duties, drafting of client correspondence, emails, issuing invoices, bank transfers and solicitor confirmation letters

**2014-2015 Fields Jewellers**

**Newbridge. Co. Kildare**

**Sales Associate**

* Advised customers on luxury merchandise developing and building strong relationships
* Achieved and succeeded daily individual sales targets whilst maintaining customer awareness at all times
* Commended by management for professional communication and overall high quality service and representation to the brand

ADDITIONAL SKILLS, ACHIEVEMENTS AND INTERESTS

**IT Skills**

Adept with Microsoft Office, Excel, Word, PowerPoint & Outlook

AML/CDD databases- Worldcheck, Lexis Nexus, D&B, Mint Global

**Additional Achievements**

I enjoy keeping fit and enjoy a wide variety of sports from running to yoga. I took part in the Law Society of Ireland Calcutta run in March 2017. I have an interest in psychology and enjoy reading articles, books and listening to podcasts on popular psychology.

I enjoy travelling and upon completing my undergraduate degree I travelled to the West Coast of America on a J1 visa.

I have completed a number of workshops and training on Anti-Money Laundering and Financial Crime. During university I volunteered with St Vincent De Paul Society and received a certificate in Child Protection.