Verity Gunn O’Connor

82 White Oaks, Roebuck Rd, Dublin 14, D14 KT62

Email: [verity.gunnoconnor@ucdconnect.ie](mailto:verity.gunnoconnor@ucdconnect.ie)

Tel: 0860577123

Ms Ciara Loftus

ByrneWallace

88 Harcourt Street

Dublin 2

DO2 DK18

30th October 2020

Re: Trainee Programme

Dear Ms Loftus,

I’m a fourth year Law student at University College Dublin applying for a training contract at ByrneWallace for 2023.

Applying to become a trainee at ByrneWallace was partly influenced by my interest in business. With the trustworthy role of being treasurer for my school council, I was exposed to the tasks and responsibilities involved with managing the financial affairs of the council. My eagerness to learn more about the corporate world grew with my work experience in Combilift, where I met some of their international business clients. After engaging with the firm’s employees at the UCD Legal Recruitment Fair, I decided to combine my interests of business and law and apply to ByrneWallace, a full-service law firm who provide comprehensive services on all aspects of law to an international client base.

I believe that my skills and experience to date would make me an excellent candidate for a traineeship at ByrneWallace. Through working as a barmaid and chef, as well as being a part of many sporting teams, including playing for Ireland for three consecutive years, I’ve learned how to communicate efficiently with my co-workers and teammates in order to perform at the highest possible level. As a leader, I am a competent individual who acts with integrity and promise to bring these skills to the firm.

Through the cross departmental work and support offered through your training programme, ByrneWallace would provide an incredible opportunity for me to acquire practical legal skills, necessary for professional development. By engaging with the insight webinar provided by the firm, I learned about the inclusive and supportive nature of ByrneWallace, a nurturing atmosphere I would love to be a part of.

After volunteering with NCBI last year, I was particularly impressed with ByrneWallace’s commitment to corporate social responsibility. In my opinion, being a "market leader" is about more than just profits. It’s also about leading the market to act in more socially responsible ways and ByrneWallace are certainly leading the way in that regard through the CSR programme, one which I strive to become actively involved in someday.

Overall, I believe that my abilities and positive work ethic would make a great contribution to ByrneWallace, I’m very much interested in becoming a trainee and the possibility of an interview is highly appreciated. If you wish to contact me, you may reach me on 0860577123 or verity.gunnoconnor@ucdconnect.ie. Thank you for your consideration and I look forward to hearing from you soon.

Yours sincerely,

Verity Gunn O’Connor