*Áine Butler-ffrench*

*5 Dungriffin Road, Howth, Dublin 13*

*085 2800582*

[*ainebf2020@gmail.com*](mailto:ainebf2020@gmail.com)

Byrne Wallace LLP

88 Harcourt Street

St. Kevins

Dublin 2

Date: 16th October 2024

Ref: Byrne Wallace Trainee Solicitor Programme 2025

Dear Sir/Madam,

I would like to apply for the position of trainee solicitor at Byrne Wallce for 2025.

I am currently studying for my FE-1 exams and have passed four exams to-date. With over seven years of work experience, I have developed hands-on expertise in client confidentiality, teamwork, time management and engaging with the public in a professional manner.

I am currently working as a legal executive in a general practice law firm where I deal primarily with conveyancing and probate. I am interested in litigation, providing assistance and support to clients in the area of wills, and estate management.

I have had the opportunity to deal with Byrne Wallace on multiple property sales in both 2023 and 2024. I truly admire how generous every colleague has been with their time and patience and would be delighted to join such a collaborative and knowledgeable firm.

I believe I could make a significant contribution to the future success of Byrne Wallace as I demonstrate the qualities that the company advocates for, including organisational, interpersonal, and excellent written and verbal skills. I am extremely conscientious and consistently received praise in college for my referencing skills and attention to detail.

I am highly motivated and ambitious and always strive to challenge myself academically, and through work. As a full time student, I worked in various part time jobs. I successfully managed both studies and work and achieved a first-class honours degree, ranking first overall in my class.

I look forward to hearing from you and can be contacted anytime on my mobile (085) 2800582.

Yours sincerely,

A close-up of a signature

Description automatically generated

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Áine Butler-ffrench