16 September 2021

Byrne Wallace Solicitors

88 Harcourt Street

Dublin

Dear Sirs

My name is Abbie Bursnell and I am an FE1 candidate and Legal Executive. I learned about your firm from working on a matter in my current employment in Peter Redmond Solicitors, Wexford. I am applying for your Trainee Programme which would allow me to contribute my commitment to law, and I feel confident that I could contribute substantively to the work of your office while strengthening the skills I’ll need for a career in law.

For years, it has been my ambition to become a solicitor and work in a well-established firm in Dublin. I have always been fascinated with company law, child care law and administrative law. Byrne Wallace would be the perfect fit. As a leading and pivotal law firm in Ireland, I have been attracted to this company as it is a rich tapestry of opportunity. I would feel proud to work for this firm due to their outstanding and prestigious reputation. Whilst I am young, I recognise the several career pathways within the firm. They strategically direct your career pathway.

My ability to work with clients has been enhanced by my time working as a legal executive, receptionist and sales assistant. These various jobs aided my ability to build a rapport with customers. I am a friendly, articulate and focused person who is able to work under pressure, whilst managing an intense work load. I am applying to Byrne Wallace Solicitors, as I believe your firm can help me reach my full potential under the supervision and guidance of your leading team. I am confident that the experience and work ethics I will be exposed to as an intern in your firm, will guide me into shaping my law career. Tackling these problems in a courteous helpful manner enriches the client relationship. I believe that central to a career in law, is mitigating risk. This was demonstrated through various tasks such as working with the public, troubleshooting, patience, courteous and being a team member. I like helping people, which is why I believe I will be conscientious employee.

Please do not hesitate to contact me should you require any further information and/or documents. I eagerly await a response and appreciate the time and consideration it took to read through my application.

Yours faithfully,

Abbie Bursnell