Respected Sir/Ma’am,

I would like to introduce myself as Abhinav Punj, a Post Graduation student at National University of Ireland Maynooth. I would like to work with your esteemed law firm as a Trainee Solicitor.

By way of background, I have interned with various Delhi and NCR based eminent law firms such as Vaish Associates & Advocates, Dhir & Dhir Associates, Jyoti Sagar Associates, Dua Associates. During my internship with these law firms, I was involved in varied assignments in different fields of law, i.e. general corporate commercial law, intellectual property laws, real estate laws, litigation (civil, insolvency & bankruptcy etc.). My work involved conducting research of case laws, drafting, briefing concerned lawyers, review of various Indian statutes, RBI notifications, SEBI regulations etc.

In furtherance to enriching my knowledge and experience, I would like to work with your office, which will provide me with yet another opportunity to add value to my skills, experience and knowledge. I am hardworking, and will be able to contribute effectively and substantively to the work of your office while strengthening the skills I would need for a career in law.

I am attaching my resume for your kind perusal and will be grateful if you could give me an opportunity to work with your law firm. Kindly let me know if anything else is required as a part of the trainee solicitor application.

Thank You,

Yours Sincerely,

Abhinav Punj