26 Ardmore,

Carnew Road,

Gorey,

Wexford

16th October 2017

Head of Trainee Programme

Byrne Wallace,

88 Harcourt Street,

Dublin 2.

Dear Sir/Madam,

I am very interested in applying for the position of Graduate Trainee Programme, as advertised on your website. I am currently completing a Bachelor of Science in Business and Law at Dublin Institute of Technology. I am majoring in Law and intend to achieve first class honours upon completion of my degree in 2018.

I am particularly interested in working for Byrne Wallace because of the dynamic range of areas in which your firm practices law. I note that part of the graduate programme includes a training period in your offices with a heavy emphasis on personal development by working alongside established practitioners. Your firm encourages teamwork and integration which I admire. I believe I would thrive in this particular programme.

I note that you are looking for an individual with basic legal background. My CV details the wide range of law modules I have completed in my studies. I took a particular liking to Company Law and the Law of torts module. I also understand that an ability to work well with clients is essential for this role. My work background has involved working extensively with the public to provide excellent customer service and build relationships.

I am undoubtedly a team player and am currently in the process of competing to be a part of my college’s case competition team. I hope to qualify for the team to then go on to represent my college at an international level. Throughout my studies, teamwork has been an essential part of our overall grades. I often assume the role of group leader and delegate the work among team members for a specific deadline. I would envisage myself being a valuable member to your team also.

I would be pleased to attend for interview should you take interest in my application. I look forward to hearing from you.

Yours sincerely,

Ailis Da Silva Brennan