12 Church Gate

Church Road

Greystones

Co. Wicklow

A63AK38

7th September 2019

To the Manager of the Trainee Solicitor Programme,

**Re: Trainee Solicitor Programme**

I have completed Business and Law at University College Dublin and have graduated with a high 2.1. I am writing to you to express my interest in the Byrne Wallace Trainee Solicitor Programme which I regard as a great opportunity. Following the completion of my degree, I am currently in the process of undertaking FE-1s which I hope to have passed by April 2020. Attached, you will find my CV which contains more specific details relating to my education and experience.

Having the opportunity to learn, through immersion, from the country’s top associates and partners is integral to becoming an excellent trainee solicitor. I find it incredibly appealing that as a trainee in Byrne Wallace I would be guaranteed complex and intellectually stimulating work. This would quickly allow me to flourish as a leading business adviser within the firm. From talking to friends who have completed internships I know that the work given to me would be challenging and the firm’s culture is supportive and collaborative. I am drawn to a culture that promotes the idea of continuous learning and sharing knowledge. This elevates the quality of the training that I will receive in Byrne Wallace and will allow me to reach my full potential quickly within the firm.

Byrne Wallace’s focus on effective client service is important to me, having worked in industries with this as their main focus I am naturally driven toward this goal also, which I believe would make e a well suited candidate to Byrne Wallace. I am extremely keen to gain further experience in this area.

Having completed a legal internship last year, I am confident that I have the skills necessary to excel within Byrne Wallace and contribute in a meaningful way to the work the firm does. I have developed strong analytical and problem-solving skills, that I believe are crucial for any business adviser to have. As a trainee in Byrne Wallace I would strive to add value to each client’s business through critical thinking, research, and determination. From my experience to date I understand the importance of supporting others, displaying initiative, and achieving at a high level. I have strong communication and interpersonal skills. I am confident and clear in expressing problems or raising queries with my superiors. I understand the importance of having forthright honest interactions, particularly when communicating with clients.

Thank you for considering my application, and I do hope I will have the opportunity to discuss my skills and experience with you very soon.

Yours faithfully,

Alannah McDonnell