

Alex Kirwan

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September 25, 2015

Dear Sir/Madam,

I am writing to you in relation to seeking out the position of a trainee solicitor. I believe that my education, experience and expertise closely match your requirements for this role coupled with my will and drive to achieve my ultimate goal of becoming a solicitor that not only would be enthusiastic but also be an asset for any firm. I have attached my resume which outlines my background and qualifications for your consideration.

I believe with my experience as both a contracts analysis and legal executive together with my education which includes a master in law from Trinity College Dublin that I would be a perfect match for your firm.

With excellent organization and communication skills, an outstanding work ethic and the ability to work well in both a team setting and in a self-motivated environment, I feel that I am positioned to exceed your expectations. I would welcome the opportunity to meet with you and discuss my qualification and candidacy in further detail. Thank you for your time and consideration.

I hope to hear from you soon,

Kind Regards,

Alex Kirwan