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16<sup>th</sup> October 2017,

Beth Onslow,  
Human Resources Administrator,  
ByrneWallace,  
88 Harcourt St,  
Dublin 2,  
Ireland.

Dear Ms. Onslow:

I am writing to express my interest in the Traineeship Programme at ByrneWallace. I became aware of this opportunity while speaking to a trainee from the firm at the UCD Internship Fair and further from attending your open night within the firm, whereby I met and spoke to Bianca McLaughlin, Robert Simmons and Jon Legorburu. I am currently undertaking a postgraduate degree in law at University College Dublin having graduated with a 2.1 in History & Politics in University College Dublin previously.

My goal to be a commercial lawyer is fueled by both a desire to bolster a company's success through its legal structure and also to be involved in ground-breaking transactions that have a profound impact on businesses. Having studied subjects such as Contract, Property and Tort Law, I have a firm grasp on understanding and analyzing complex legal information. I have also developed a strong sense of commercial awareness through my current role as Brand Ambassador of ColbertMD, where I continuously have to analyze the markets and promote business development. While studying my undergraduate degree, I undertook a Business Law module, which I thoroughly enjoyed and it inspired me to study the master's degree I am currently undertaking. Combining my Historical & Political knowledge with my current legal studies, I am more capable of apprehending the issues that a company may be facing and with a better understanding of how to deal with such issues. In turn, I am suited to provide effective and innovative solutions.

Having already worked within professional services, I know that I want to work within a client-facing role in a professional setting and as such, commercial law is the career best catered towards my experience. To provide legal advice to clients, communication skills are paramount. It is imperative that one fully understands their client's needs and to do so one must pay an attentive ear to their issues. It is also important to be able to relay complex legal solutions to the client in a manner that is accessible. I developed these skills while working at Robert Emmet Bourke Solicitors and RA Osborne & Son Solicitors. Here I was entrusted to communicate complicated contracts and affidavits in a manner that was simple and understandable. It cannot be overstated that legal work is client-centric and as such an ability to get on well with people is crucial. Being able to foster pleasant relationships with both clients and my co-workers is a skill I have practiced while working in a number of client-facing roles

and further through my love of travelling throughout Europe and the United States, I have engaged with people from many different backgrounds and cultures.

Another skill that is beneficial for a career in law is attention to detail and analytical ability, skills that I learned while working at the Dáil Éireann. I was continuously analyzing large volumes of information while maintaining a high level of accuracy and completing my work in a timely manner. Further, I developed strong teamwork skills while working on upcoming meetings with other members of the Labour Party. This skill will benefit me as a commercial solicitor's work is primarily conducted in teams. Having already worked within professional services, I knew what type of firm I wanted to be employed by. I am aware that the attitude of the people within a firm is fundamental in creating the culture of the firm. While visiting recruiters at the Internship Fair in UCD and the open evening, ByrneWallace stood out to me due to the friendliness of the members of the firm I had spoken to. Bianca and Robert were also more than happy to answer the questions I asked and spoke enthusiastically about the firm. I was looking for a firm that would provide me with the opportunity to develop the skills necessary to succeed in the legal field and I was assured of the excellence of the training that ByrneWallace provides to both its trainees and interns, especially as your firm was awarded the European award for service excellence. It was also delightful to hear that your firm has a great interest in sports, something which I am very passionate about. I have learned a lot through sports and it has reflected in my position as captaincy and as a former member of the UCD Hockey committee, that I am a dedicated and hardworking person, both on the field and in the workplace.

I am aware that this is a particularly busy time for your department and as such I want to thank you wholeheartedly for taking the time to consider my application. I greatly look forward to hearing from you soon.

Yours sincerely,  
Alice Mc Donnell.