ALISHA SAFDAR

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Dear Byrne Wallace LLP partners and colleagues,

I would like to express my interest in a trainee position at your firm in Dublin. My interest stems from the fact that Byrne Wallace is a multidisciplinary firm with a special focus on employment and financial legal services, and I am keen to be part of such a firm as I currently have an interest in many areas of law that your firm specialises in. Bryne Wallace is also consistently ranked as top-tier by Legal 500 and Chambers Europe which shows prestige and I would be honoured to be apart of such a team.

Byrne Wallace prides itself on maintaining excellent communication and trust with its clients. The firm boasts a team of professional solicitors that are dedicated to achieving the best possible outcomes. I am committed to working in a firm that prioritizes meeting clients’ needs and handling their cases with meticulous care and attention. My experiences demonstrate my passion for providing personalised services and ensuring clients’ concerns are addressed efficiently and effectively.

I am currently entering my final year of the Bachelor of Laws in Maynooth University. As of recent, I have completed a summer internship with the School of Law and Criminology at Maynooth University. The objective of the internship was to provide insights into the career trajectories of alumni. Throughout the internship, I sorted and analysed confidential data pertaining to alumni. I developed my Microsoft Excel skills by visualising the data findings into graph format, created narratives around the graphs to enhance comprehension and attended Excel workshops to strengthen my skills. I constantly worked alongside my team and engaged in communication via e-mails and meetings to ensure the best standard of work. At the end of the internship, my teammate and I produced a report of our findings as well as a presentation which was showcased to our team, colleagues and School Faculty members. This internship allowed me to build my analytical, communication and teamwork skills.

Throughout the Bachelor of Laws course, I have dedicated my attention to the different areas of law, especially family law, employment law and probate law which are areas that Bryne Wallace specialises in. Whilst studying, I spent some time working at Lombard Cullen & Fitzpatrick Solicitors. During my short time, I analysed case files pertaining to family and probate law. I recorded the key facts of each case, researched and applied relevant case law that provided solutions for the client and communicated my findings in a report which was presented to the team of solicitors at the end of each day. This work required attention to detail, effective communication and problem solving which were skills I was praised for by my team. In addition to this I helped my team with completing certificate titles for probate cases, filling out invoices for the firm and handled other office related tasks. Additionally, I attended District Court sittings to gain familiarity.

Whilst attending Maynooth University, I have committed my time to volunteering in the FLAC mentorship programme in which I acted as a support system for a first-year student. I conducted face-to-face meetings and edited and reviewed assignments. As well as this, I was a Law Society representative throughout my third year of university. As part of this, I also organised events with my peers, built trusting relationships with other students and collaborated my ideas during group discussions.

My commitment and interest in the legal profession is ongoing and I am keen on becoming a solicitor. I believe I would be valuable to Byrne Wallace as I place a high value on diligence and perseverance. As well as this, I am client-focused and able to commit my time to each task efficiently. I intend to sit my FE-1s in the near future and I believe experience with this firm would be vital.

Thank you for your time and consideration,

Alisha Safdar.