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HR Department

Byrne Wallace,

88 Harcourt St,

Saint Kevin's,

Dublin 2,

To whom it may concern,

 I am very interested in applying for a traineeship in Byrne Wallace. I am a fourth year Business and Law student at University College Dublin and due to graduate in 2018.

The progressive and forward-thinking culture of Byrne Wallace and its prominence as one of the best law firms in the country are some of the many reasons that influenced me to apply to work here. I feel that Byrne Wallace truly wants you to reach your full potential and gives you every support necessary through their training and learning & development programme to allow you to achieve this.

From past work experience, I’ve seen first-hand the benefits of partner supervision. To have someone nearby with such a wealth of information, to offer advice and to provide an example of how someone at the top of their game operates is invaluable. Being surround by such talented and ambitious individuals motivates you to be better and to strive for the same. Byrne Wallace clearly recognises the importance of a well-rounded individual which can be seen through your sports & social committees, Solas project and well-being programme. The weight you place on your client relationships and the quality of your work also indicates the level of professionalism and committed to excellence that exists in the firm.

In addition to my results which I have detailed in my attached CV, I believe I also have many qualities which would make me a suitable fit in your practice. While maintaining my GPA, I have also taken an active part in my university with my participation in the UCD Law Society where I ran a junior debating competition for secondary school students. I am very proud of the fact that I was part of the committee the year it won society of the year. I also completed successful study abroad experience in Barcelona for the second semester of my third year and the previous summer I worked as a lifeguard in the US at a children’s summer camp on my J1.

My previous experience interning in similar firms has convinced me to pursue a career in a commercial law firm. I have realised that a fast paced and constantly evolving environment is where I thrive. I enjoyed the collaboration and teamwork aspect of a law firm which is mirrored in my extra-curricular activities, particularly my involvement in team sports such as tag rugby. I noted that very few departments worked in isolation which meant your workload remained diverse and interconnected with other teams. Coming from a business and law degree I believe commercial law blends the two perfectly and allows me to remain engaged in these two core areas after my degree finishes. I’ve always had an interest in debating, as can be seen from my involvement with the UCD Law Society, and the idea of constructing well researched and persuasive arguments is a skill that is essential to commercial law today. Throughout my studies I’ve always gravitated towards problem questions and enjoyed identifying multiple legal issues within and problem solving is vital in the career of a commercial lawyer. The fact that client interaction and ultimately their satisfaction is a key element of any commercial law practice appeals to me as I enjoy that aspect of work immensely from working in the customer service sector. Ultimately, I believe I would be a great fit to a commercial law firm who has a commitment to excellence and can provide interesting hands-on work.

I work well as part of a team and show initiative and creativity regarding my work and responsibilities which are skills emphasised in your firm. I also have good communication and listening skills and I believe these skills coupled with a positive work ethic would make me of value to your practice.

Please see my attached CV which I hope will demonstrate that I would be a good fit in your firm. Thank you for your time and consideration.

Yours faithfully

Alison Bergin