67, Calderwood Road,

Donnybrook,

Douglas,

Cork.

21st October 2016

Head of Trainee Recruitment,

Byrne Wallace,

88 Harcourt Street,

Dublin 2,

D02 DK18,

Ireland.

Dear Sir/Madam,

I wish to apply for the Byrne Wallace Trainee Programme. I am a dynamic, ambitious and highly-motivated final year Law and French student at University College Cork. I have a proven track record of academic excellence, a variety of unique and diverse work experience and a strong set of skills which I believe make me an excellent candidate for this position.

In terms of my career choice, my legal experience combined with my interest in the commercial world makes a career in commercial law the natural progression for me. Corporate lawyers are in the unique position of acting as both a legal and business advisor which is a position I would thrive in. I have a track record of succeeding in a fast-paced environment, I understand the need to achieve a competitive advantage in the marketplace and I want to be a part of a company’s advancement. I have first-hand experience of the dynamic and intimate relationship that exists between a commercial law firm and their client from my work with Johnson & Johnson, and I know that I would excel at the relationship-based nature of the work. Furthermore, I have a unique insight into the client’s expectations of a commercial law firm and I believe that I have the potential to meet and exceed the expectations of the largest commercial clients.

Although I have an undisputed history of academic excellence and an array of valuable work experience, I believe what makes me unique is my extra-curricular interests. I am passionate about human rights, particularly women’s rights and the rights of under privileged children. As a result, I am heavily involved in volunteer work with the HOPE Foundation. I have been volunteering with the organisation from a young age and have received several local and national awards recognising my work in this area. I currently hold the position of Vice-Auditor for the UCC HOPE Foundation Society and I am also a Youth Ambassador for the organisation. Personally, I have fundraised over €20,000 for organisation and have volunteered overseas in Kolkata on three occasions. I am also involved in the promotion of the organisation on a local, national and international level.

Throughout my time at University I have been actively involved in several societies. In addition to my work with the UCC HOPE Foundation Society, I am currently the Vice-Conference Director for the UCC Law Society’s Annual Law Conference. In this role I work as part of the Conference Committee in order to organise and lead the largest student-run Law Conference in Ireland. I am also a Peer Support leader on campus. This involves acting in a support and mentoring role for younger students. In 2015 I received a UCC Works Award for my outstanding contribution to societies during my time in University.

The highlight of my undergraduate degree has been the Erasmus year which I spent studying in the University of Strasbourg, France. This was an invaluable opportunity to develop personally, improve my language skills and challenge myself intellectually. In addition to this however, I secured several legal internships in various European Institutions which I believe demonstrates my motivation and personal initiative. These experiences have assured me of my ability to thrive in a fast-paced environment and adapt to a steep learning curve. Furthermore, my ability to juggle several internships and still maintain academic excellence illustrates my strong time management and organisational skills. This similarly applies to my time in University College Cork, as I have always maintained a part-time job while carrying out my undergraduate degree. My ability to work well under pressure and thrive with a heavy-workload are characteristics which I believe would enable me to excel as a Trainee in Byrne Wallace.

I was specifically attracted to Byrne Wallace by progressive nature of the Firm and the hands on aspect of the Trainee Programme. The Trainee Programme offered by Byrne Wallace is unique due to the practical responsibilities given to Trainees and direct contact Trainees have with clients during the Traineeship. Furthermore, the mentoring system put in place to support Trainees and the level of partner exposure given to Trainees sets the Byrne Wallace Trainee Programme apart from its competitors. I believe that Firm creates an environment which enables both personal and professional development and that is exactly what I am looking for in a Traineeship. Finally, working in Byrne Wallace means working with Solicitors who are leaders in their profession. Ultimately, I want to train in an environment where I am surrounded by the brightest legal minds as I want to be challenged every day to be the best. I firmly believe that such an environment of excellence exists at Byrne Wallace.

In addition to the reasons outline above, I was particularly impressed by Byrne Wallace’ commitment to Corporate Social Responsibility. Given my personal interest in volunteer work, the employee-lead nature of the Corporate Social Responsibility policy at Byrne Wallace is something that immediately appealed to me. In particular, I think the Solas Project is an excellent initiative and one which I would love to have the opportunity to get involved with given my own experience of work with underprivileged children. It is impressive that Corporate Social Responsibility continues to be a priority for the Firm and an integral part of the Firm’s business. For the reasons outlined above, I am convinced that Byrne Wallace is the best Firm for me.

Thank you in advance for taking the time to consider my application. I have attached a copy of my Curriculum Vitae for your consideration and I am available for interview at your request.

I look forward to hearing from you.

Yours faithfully,

Alison Peate