ByrneWallace LLP

88 Harcourt Street

Dublin

D02 DK18

25 September 2022

**Ref: Traineeship 2023**

Dear Sirs,

I would like to apply for the position of Trainee Solicitor at ByrneWallace LLP. The position matches my experience and should provide the next challenge I am seeking within my career. As requested, please find enclosed a detailed CV.

As my CV describes, I am currently a Paralegal in the Corporate Department at ByrneWallace LLP having begun this role in July 2022. I am graduating from Maynooth University in November 2022 with a high grade and have passed 7 FE1 exams in my first attempt to date. Prior to this, I worked as a Paralegal at IMK Law Solicitors in Dublin for six months. During my time there, I gained invaluable experience such as reviewing draft contracts. Having the opportunity to sit in client consultations enhanced my communication and interpersonal skills. I was praised for my attention to detail and drafting skills on multiple occasions by the principal solicitor. Furthermore, I worked with a professor of the Law Society regarding updating client files in accordance with AML requirements and proof-reading commercial leases.

I wish to pursue a traineeship at ByrneWallace LLP primarily because of the experience I have had so far in my current position as a Paralegal in the Corporate Department. Due to the small trainee intake, I feel I would gain good exposure to matters which would provide the opportunity of early development. Working alongside the other trainees in the Corporate Department has shown me what is expected, and the responsibility given from an early stage. I have found all the senior staff to be very helpful in going the extra mile in providing instructions and explaining the background of the task assigned. Everyone is approachable and willing to help.

I have been awarded many achievements throughout my academic life. Among them is an award named the ‘*Professional Skills and Commercial Awareness*’ certificate by the UK’s BPP University, and ‘*Top Student*’ awards from Adamstown Community College. More recently, I completed the ‘*Cyber Security Global Virtual Internship*’ with Clifford Chance. I am greatly invested in world affairs and cricket. I am part of a cricket club in my locality. Due to our great performance, the talent of my cricket club was mentioned in the national papers after the qualifying match of the Leinster Premier League. I also enjoy going to the gym twice a week with my friends.

My ability to thrive in a goal-driven environment, coupled with my personal and professional commitment to succeed in the field of law makes me an ideal candidate. ByrneWallace LLP is the perfect firm for me to further nurture my abilities and grow with the support of my mentors and peers. I truly believe my motivation and commitment to this field would be an asset to ByrneWallace LLP.

I am excited about the possibility of speaking with you further on this opportunity. I can be contacted most easily by email or phone.

Thank you for your time and consideration.

Kind Regards,

Aman Afzal