5 Park Avenue,

Grange Road,

Rathfarnham,

Dublin 16.

087-7461126

Dear sir/madam,

I wish to apply for a traineeship with ByrneWallace. I obtained my undergraduate degree from Trinity College Dublin, studying European Studies with French and Russian. I spent my third year abroad in the Gorky Literary Institute, Moscow. I am currently studying a Master’s in Common Law in UCD. I intend to pursue a career in commercial law.

Through my academic studies, extra-curricular activities and work experience, I have developed a unique skill-set, which I believe would allow me to succeed as a trainee with ByrneWallace. Through my undergraduate and graduate studies I have demonstrated critical thinking and essay writing skills. I have developed organisation skills through my time living in Russia where I balanced study, working multiple jobs as a self-employed English teacher and volunteering. Also, I have communication skills, which I learnt through studying languages, working as a teacher and working as a class representative for the UCD Student’s Union and Sutherland School of Law.

I would love to work with ByrneWallace as the company works in a wide variety of areas. This would give me the opportunity to gain experience in many different sectors. I would particularly enjoy working in Litigation and Dispute Resolution.

Thank you most sincerely for considering my application.

Yours sincerely,

Andrew Fenton