**Application for Graduate Traineeship**

My name is Andrew O’Neill, I am a final year Law Student in The Dublin Institute of Technology (LLB). I am responding to details of your Trainee Development Programme promoted on the Byrne Wallace website.

I recently completed a week’s work experience in the corporate department of Arthur Cox under expert in Mergers and Acquisitions, Colm Duggan. During this week spent in Arthur Cox I gained profound knowledge of what it is like to train in a leading Irish law firm. Hence, I am keen to be considered for this programme. Having completed a summer internship with the legal firm Smith Foy & Partners, primarily specialising in commercial law, I am keen to gain a traineeship in a firm which has a vast commercial department such as Byrne Wallace. However, I have also noticed Byrne Wallace specialise in a multitude of niche areas that I have yet to study such as Construction Law, Technology Law, Environmental and Planning Law and Competition Law, which are all areas I would be interested in exploring in the future. I enclose my curriculum vitae as requested.

Outside of legal experience I have inherited a wide range of skills and attributes through my various part time jobs held during my college cycle. Whilst working in the five-star Radisson Hotel I gained a wealth of knowledge regarding customer service and self-presentation guided by the Radisson’s “Yes I Can” training programme. Working for promotional companies taught me various sales techniques along with how to engage with a potential customer when endorsing some of the largest multi-national companies in the world. Working for a large-scale fashion brand in Irelands biggest shopping centre during the Christmas period forced me to develop my use of time management while working long days under pressure from a high influx of customers.

I am particularly interested in taking part in your graduate programme due to the unique system which offers trainees a chance to experience different practice areas by completing several rotations. I am a keen team player as demonstrated through many group projects in which I have participated both in college, employment and on the sporting field. I understand that this training programme involves a prominent level of commitment that I am fully capable of providing. Upon completion of the programme, I would envisage myself as a long-term and valued member of your staff.

I would be pleased to attend for interview at any convenient time and look forward to hearing from you.

Yours sincerely,

Andrew O’Neill