Anna Geraghty

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28th of September 2022

Byrne Wallace LLP

88 Harcourt Street,

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**RE: Traineeship Programme**

To Whom it May Concern,

I am a highly motivated and ambitious Business and Law student at UCD with very strong interpersonal, communication and teamwork skills. A training contract with Byrne Wallace would be an incredible opportunity and invaluable to the furthering of my legal career. Throughout my time at UCD studying Business and Law, the name Byrne Wallace has come up numerous times, from peers, the law society, and many other events which your company attended. I have previously interned for Byrne Wallace and experienced, first-hand, the open and engaging culture within the firm. I am applying for your traineeship programme as I see myself working in a corporate law environment, hopefully finishing my traineeship with the best legal training that there is on offer here in Ireland and Byrne Wallace is a firm which exemplifies itself in top tier training.

The inclusive atmosphere is a key motivator for my application. Throughout my internship, the open environment and work life balance were evident throughout the firm, a key factor encouraging me to return and apply for this traineeship programme. My mentor, buddy, and wider colleagues within the firm, were very open on how much work they expect, and everyone was supportive, giving feedback and advice, indicating the proactive approach within the firm.

I believe I would be a valuable asset to the team due to my dedication to task coupled with strong interpersonal skills, patience, and attention to detail. I am a proactive individual and pride myself on always wanting to better myself and further my career, which can be seen in my progression throughout college. I achieved a first in my first year in college. In second year the pandemic and online college led to me disengaging in my college studies, however this was the push that I needed to convince me how much I do want to pursue a legal career and that I need good grades. This attitude change can be seen in my third-year results which show my dedication to the college course. During this time, I was captain and president of the Snowsports committee and an active participant in the college debating society. I also played senior camogie with my local GAA club – Kilmacud Crokes. These hobbies and interests forced me to be an extremely time efficient and a hard worker while holding down a part time job which I believe will be valuable attributes to bring to your firm.

I have enclosed a copy of my Curriculum Vitae with all my relevant results, skills and experience and am available for an interview at any given time. I would like to thank you for taking the time to consider my application, and earnestly hope I will be afforded the opportunity to work with you in the future.

I look forward to hearing from you,

Yours sincerely,

Anna Geraghty