

Aoife Keane
17 Glenmalure Square, Milltown, Dublin 6
Email: aoifekeane1@gmail.com
Tel: (087) 7196747

Byrne Wallace
88 Harcourt Street
Dublin 2

21 October 2016

Ref: Trainee Programme

Dear Sirs,

Further to your recent advertisement on the Byrne Wallace website I wish to apply for a position on the Trainee Programme. As requested, please find enclosed a detailed CV. To date I have passed three FE1 exams and am awaiting the results of a further two from the most recent sitting.

I have worked as a Legal Executive for the last five years both in Ireland and the UK with experience in Commercial Property, Construction, Infrastructure/Projects and Litigation. During this time I developed my understanding of the profession through close observation of an International Law firm. This has enabled me to fully comprehend the varied challenges of commercial work. The practical insights and experience I have acquired over the last number of years has confirmed my decision to devote my skills to law as a career and I am keen to offer my services and dedication to your firm.

During my time in Dublin I held the position of Legal Executive in the Commercial Property Department at the reputable International firm, Maples and Calder. There, I gained extensive experience in large scale commercial property transactions such as shopping centres, hotels and housing developments. Throughout these projects, I played a key role in supporting the Property, Litigation and Tax Departments who jointly worked on common projects. This experience of collaboration strengthened my ability to establish and maintain effective working relationships across departments and under pressure. I understand these skills will be vital throughout my traineeship and into my future career as a solicitor. Having conducted extensive research across the industry, I am fully aware that the trainee programme at Byrne Wallace is second to none. I understand that the hands on approach by staff gives individuals guidance, encouragement and direction from professionals who are all highly commended within their respective fields of law. After careful consideration, the reputation of Byrne Wallace stood alone at the forefront of the legal market. Having crafted my appreciation of the legal profession over years of practical experience in legal environments, I believe that the hands-on approach at Byrne Wallace is an environment in which my skills would flourish and become a tangible asset to your company.

For all of the aforementioned reasons, I firmly believe I could make a significant contribution to the future success of your company and would relish the chance to elaborate in an interview. I look forward to hearing from you.

Yours faithfully



Aoife Keane