

Ciara Loftus  
HR Manager  
ByrneWallace  
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Dear Ms. Loftus,

My name is Aoife O Floinn and I am a Law Graduate of Trinity College Dublin. I am applying for the ByrneWallace Trainee Programme as I believe that I have the necessary skills and attributes to do excellent work and ensure client satisfaction.

The firm's drive to lead as a forward-thinking legal business and its reputation in providing an exceptional standard of training stood out to me after attending the online Trainee insights webinar last week. The opportunity to train in a wide range of practice areas and to avail of the partner supervision and the Learning and Development Programme would be invaluable to me as a trainee. I am particularly interested in the Corporate team after reading about their recent work advising PrioThera Limited in its €30 million fundraising and Neuromod Devices Limited with its €10.5 million fundraising.

ByrneWallace is renowned for its commitment to customer satisfaction and I would succeed in this client-focused sector as I have the commercial focus and interpersonal skills to cultivate lasting professional relationships. As an intern at the Irish Legal Aid Board, I attended many client consultations and this experience, along with my work in the luxury retail and hospitality industries, allowed me to develop these crucial skills. After completing the Pinsent Masons virtual experience programme, I have developed strong commercial awareness as well as gaining practical legal experience. I have built on this as the Deputy Public Relations Officer of the Trinity Law Society where I was responsible for ensuring the continuation of financial support through fostering positive relationships with our sponsors and delivering publicity campaigns. I am currently studying for the Goethe Institut C1 exam and I studied Law and German for the first half of my degree. My language skills and knowledge of German law would be a valuable asset to ByrneWallace.

I have displayed consistent initiative and time management skills by balancing my legal studies with extracurriculars as a University student. I am currently a committee member of the Leiden International Law society. During my undergraduate degree, I was a member of the Trinity Law and Choral Societies and a contributing writer for the University Times. I also volunteered as a SUAS literacy and numeracy teacher in DEIS schools and with the Trinity Saint Vincent de Paul Society.

The collaborative culture of ByrneWallace would match my enthusiasm and interpersonal skills and I was interested to read about the Corporate Responsibility Programme, including the firm's pro bono work and Solas Project. It is clear that ByrneWallace values collegiality, decency and inclusiveness. The firm's Sports & Social Committee and Well-Being Programme are prime examples of this. I would be proud to train alongside this driven and dynamic group.

ByrneWallace is at the forefront of a transformative legal market and I have displayed an innovative mindset as the Deputy Public Relations Officer of the Trinity Law Society. My team and I increased our membership rate for the first time in five years and grew our online presence by 35%. We were one of four groups shortlisted out of 125 societies for the Central Societies Public Relations Award. I also advanced my collaborative and project management skills in a business-focused role as the Marketing Coordinator at Camp IHC, the highest-ranked summer camp in the United States. In this leadership role, I was responsible for a team of eight and was tasked with increasing customer intake with fresh thinking marketing strategies.

I advanced my legal research, drafting and editing skills as a Legal Aid Board intern and through my final year dissertation, where I obtained a First (74%). As an intern, I assisted with court submissions and conducted a research report for the head of the Legal Aid Board which was used as part of the first Irish PHD on mediation in Child Abduction Law. I also have a working knowledge of the Thomson Reuters website and Filesite. I can also touch type. These skills would allow me to hit the ground running if accepted for a traineeship.

I would greatly value the opportunity to learn from some of the brightest legal minds at ByrneWallace. I am confident that the combination of my skill set and legal academic rigour will allow me to thrive as a trainee and contribute to the future of this firm.

Thank you for taking the time to consider my application,

Sincerely,

Aoife O Floinn