

Cloghna,
Milford,
Carlow,
Ireland.

Re: Letter of Application for Trainee Solicitor Programme

Dear Sir/Madam,

I write to apply for a position in the Trainee Solicitor Programme in Byrne Wallace. I have outlined some personal background information below, in addition to my motivations for applying to your firm. I have also enclosed a copy of my CV with my application, which provides an overview of my experience and skills, and my academic and extra-curricular achievements.

I am currently in my final year of Business and Law at University College Dublin. I am a hardworking and committed student. I have consistently maintained excellent results in university while working part-time and being actively involved in extra-curricular activities.

I like to keep activate and get involved in extra-curriculars in my spare time. I play tag rugby every week and I am a member of a team involved in the Student Managed Fund in UCD. I volunteer at Family Carers Ireland's Mini Marathon's in Carlow and Kilkenny each year and fundraise on their behalf regularly. Additionally, I volunteer at the UCD Student Legal Service clinic's and I am a leader in the UCD Buddy programme.

I love to travel and spent Summer of 2016 working and traveling in Canada and North America. Last semester, I spent six months studying at Universitat Pompeu Fabra in Barcelona. I thoroughly enjoyed my time in Barcelona, meeting new people from all over the world, getting exposure to different cultures and engaging with different teaching styles. I gained invaluable life experience which I believe has shaped me as a person.

For over six years I have worked part-time in Kiddies Kingdom Activity Centre. At the age of eighteen, I was promoted to Assistant Manager. Working from a young age has made me a more confident and resilient person. I have learned to thrive in challenging, dynamic environments, and to consistently deliver the highest standard of service.

Last summer I participated in a Summer Internship Programme in KPMG Dublin. I worked on a number of teams, conducting interim audits for clients. Through this experience, I gained practical knowledge of how clients in the business community work and think. This allows me to offer different perspectives and a higher level of commercial awareness.

I am pursuing a career in corporate law as I want to work as both a business adviser and a legal adviser to the business community. After studying Banking Law last year, I am particularly drawn towards the field of Banking and Financial Regulation and Compliance. A career in Byrne Wallace appeals to me as I would get the opportunity to explore this area of law in practice. I have chosen finance and banking orientated modules in the last two years of my degree in order to build my knowledge base and further my understanding of the financial world. The Byrne Wallace Trainee Solicitor Programme would provide me with a well-

rounded legal education, and with the necessary experience to allow me to specialise in this area of law.

The most influential factor for me when choosing to apply to Byrne Wallace was the culture and the people. Byrne Wallace is renowned in the legal community for your quality of people and for being a progressive, forward-thinking firm. I want to work in an innovative and collaborative environment like yours, where I am empowered to reach my full potential. This year at the UCD Law Fair, I met Beth from the HR department at Byrne Wallace and one of your trainees. They were both friendly, engaging and enthusiastic. I got great insight into the culture and people at Byrne Wallace and I am certain that I would be a great fit for your firm.

I was also impressed by the strong L&D culture in your firm. I am highly motivated and ambitious and want to work in an environment of continuous development. The seminars, workshops and the on the job learning I would benefit from in Byrne Wallace would equip me with the skills and expertise to become an exceptional solicitor. In Byrne Wallace could fulfill my professional aspirations and give something back to your organisation.

I believe I am an excellent candidate for your traineeship and I would welcome the opportunity to explain in person why I would be a hard-working and dedicated employee who can add value to your firm. I look forward to hearing from you in the near future.

Yours sincerely,

Aoife Cox