

4th October 2021

**Aoife Keegan
8 Thormanby Lodge
Howth
Co. Dublin**

**HR Generalist
ByrneWallace
88 Harcourt Street
Dublin 2**

Dear Emily,

I wish to apply for a position on ByrneWallace's traineeship programme.

Please find enclosed the following:

1. Curriculum Vitae (3 pages); and
2. Application form.

I believe I meet all the criteria needed for the traineeship. In the course of my work as a Legal Executive in the firm I have gained first-hand knowledge of the role of a solicitor and I believe it is the career for me. A traineeship would be a great opportunity for me to further my career with ByrneWallace.

I appreciate you taking the time to read my application and I look forward to hearing from you.

Kind regards,

**Aoife Keegan
Legal Executive**