Avril McNamara,

‘Melmount’,

O’Connell Avenue,

Limerick.

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0870663406

16 October 2017

Beth Onslow,

HR Administrator,

Byrne Wallace

88 Harcourt Street,

Dublin 2

**RE: Graduate Trainee Programme.**

Dear Ms. Onslow,

I am a final year Civil Law student in the National University of Ireland, Galway due to graduate in 2018. I am writing to express my interest for the Graduate Trainee Programme as advertised on your website. Please find attached a copy of my CV, in which I have outlined my third level results, achievements and employment experiences to date.

Your firm is of particular interest to me because it is one of the largest law firms in Ireland along with having an office in New York. Awards such as the Chambers Europe Ireland Client Service Award 2017 and Law Firm of the Year 2016 encouraged me to apply. From researching the firm, I admire your Corporate Social Responsibility Programme as I myself enjoy volunteering and working with charities.

I consider myself to have strong analytical skills. I enjoy challenges and have always found problem solving very satisfying. For these reasons the legal profession appears to suit my skills. I am team player but can act on my own initiative when required. I am keen to progress rapidly towards a professional qualification and I am aware that you place great emphasis on training.

I believe I would be well suited for the position as I have gained valuable experience in a fast paced legal environment in previous employment. I want to put my knowledge and experience gained over the course of my university years to good effect and I know that your firm would offer the resources and support in achieving this.

Thank you for taking time to consider my application.

Yours sincerely,

Avril McNamara.