**Letter of Application**

To whom it may concern

I am a reliable, experienced HR professional with significant employee relations experience and a strong, legal academic background. In the Central Bank, I have been part of an organisation that has undergone a significant level of change, both structurally and culturally, since the financial crisis in 2008. The HR Division, of which I am a part, has played a key role in driving change and facilitating the introduction of new ways of working in the Bank, including, for example, the introduction and development of an effective performance management system.

In my role in employee relations, I have had considerable experience of managing individual cases, including disciplinary, grievance, probation, dignity at work and ‘whistle-blowing’ type cases. I have also drafted and developed HR policies including, recently, a new Home/Remote Working Policy, a Time & Attendance Policy and a new Code of Ethics. I am careful and considered in my work; I have a good sense of when to work independently and, alternatively, when to seek advice and assistance of colleagues.

I have consistently displayed a positive attitude towards further learning and developing new skills. I enjoy participating in a team, sharing information with and learning from fellow students and colleagues. If successful in my application, I hope to be in a position to share my experience to-date with fellow trainees and, equally, to learn from them.

Through my work, I have had extensive engagement with Byrne Wallace solicitors relating to employment law issues. I have, thus, had first-hand experience of the high-quality, legal expertise provided by Byrne Wallace professionals which is tailored to the needs of the organisation and always provided with a personal touch. I appreciate the calibre of solicitor in Byrne Wallace that results in awards such as the ‘Lexcel’ quality mark for excellence in legal practice management and excellence in legal client care.

I have a strong interest in developing a legal career and, in light of my experience and academic background, I feel that I am well positioned to do so. I strongly believe that the best way to reach a high standard is to be surrounded by high quality colleagues and I know that Byrne Wallace would offer this in abundance.

I am interested in sport (particularly in playing and watching football), current affairs and comedy and I like to read books, particularly related to political and sociological issues.

Yours sincerely

Brian Kitt