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Dublin 9

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### **Application for traineeship**

Dear Sir/Madam,

I am writing to you because I wish to apply for a traineeship position in your esteemed law firm.

I am a final year student studying Law and Society in Dublin City University. I want to qualify as a solicitor once I graduate and I believe I would be a good fit for ByrneWallace. I am a very hardworking and diligent person, both when it comes to my studies and my non-academic activities. I currently work part-time in McDonald's, which has greatly improved my time management and multitasking abilities, as well as my work efficiency. Moreover this experience has increased my interpersonal, communication and teamwork skills. I also have a huge interest in Camogie, having played from a young age. I currently play with DCU and my local club in Wexford. In fact, I captained my club team through three County Final victories. This taught me to working effectively in a team, and becoming captain of my club team has led to a notable increase in my leadership skills. I believe these skills would allow me to make a real contribution if given the opportunity to train and work in ByrneWallace.

I was impressed to learn that that ByrneWallace has in place a dedicated training and development programme, and I find the rotations system you operate particularly appealing. It would give me the opportunity to experience a broad range of practice areas and ultimately make me a more well-rounded solicitor upon qualification. Being assigned to a Partner is also very beneficial because it would allow me not only to seek guidance but would also afford a great opportunity to learn through seeing how they work and deal with clients. Having the chance to attend regular in-house training seminars would also be very beneficial to my development as a trainee. ByrneWallace's dedication to and investment in its trainees is second to none, and this is a main reason why I would very much like to train with your firm.

ByrneWallace is an outstanding and well-respected law firm, and one I would be proud to train with. I was very impressed to learn of the many Irish and International awards that ByrneWallace has received, in particular the fact that you are the first ever large Irish firm to be awarded the prestigious Lexcel Standard of Excellence. Your expertise in your many practice areas is second to none, and praise by clients for the high calibre and excellent standard set by ByrneWallace is well documented in Chambers in Legal 500. Successive awards in the field of Employment Law clearly cement ByrneWallace's place as market leader in this field.

Another reason why I would love to work as a trainee in ByrneWallace because of your commitment to giving back to the community through your Corporate Social Responsibility programme. I was impressed by ByrneWallace's charitable and volunteering activities for a huge number of worthy causes. Something that particularly resonated with me was the fact that your managing partner, Catherine Guy, recently took part in the Shine a Light Night 2015 and sleep outdoors to raise funds for the homeless. I think this is incredibly admirable and inspiring.

To conclude, ByrneWallace is a top commercial firm with a proven track record. You have an excellent reputation and you truly invest in your trainees. For all the reasons outlined above, I would very much like the opportunity to do a traineeship with you.

Please do not hesitate to contact me if you would like any further information.

I look forward to hearing from you.

Yours faithfully,

Bridget Mernagh