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| **Byrne Wallace****88 Harcourt St, Saint Kevin's, Dublin,** **D02 DK18, Ireland****Re : Trainee Solicitor Programme.** My name is Callum Gillespie. I am a twenty-two year old Graduate from DCU with a B.A in Economics, Politics & Law. I am currently completing my L.LM (Laws) in Trinity College Dublin. As an experienced Summer Intern, the Trainee Solicitor Programme with Byrne Wallace piqued my interest. When reviewing the job requirements and your website, I was excited to see that my qualifications and personal traits align with your needs and mission.I bring a set of talents that I believe will be valuable to Byrne Wallace. In my Summer Intern role, I honed my abilities in writing and compliance, providing a solid foundation for the Trainee Solicitor Programme. Working in a retail job has aided me in the sense that I am comfortable with dealing with members of the public. I gained experience in dealing head on with any disputes which may have occurred and dealt with them accordingly. My problem-solving, people-centric nature, and eagerness to please have afforded me excellent teamwork skills that were used accordingly in this role. In contrast to this, working in a commercial environment has aided me in the sense that I am familiar with what is expected of a team and how vital each member of a team is. I learned the importance of hard work and meeting deadlines. Within 6 months from starting here I was working independently with clients.I am excited to contribute my strengths and proficiency in communication toward your team efforts. As an extroverted and personable communicator with a proven track record in teamwork, my focus on building strong professional relationships has been a valuable asset throughout my career.You may notice a gap in my employment while reviewing my resume. During this period, I elected to take a leave from the workforce in order to ensure that my final year grades would not be affected. The time that I was able to commit to my education has been invaluable to my professional growth and ensuring myself a place in Trinity College Dublin to further my studies, and I am eager to re-enter the professional sphere and apply my newfound qualifications and knowledge to the job.Please review my resume for a complete collection of my work history and accomplishments. I am hoping to discuss how my personality and work history fit the Trainee Solicitor role. Thank you for your time and consideration.Sincerely, Callum Gillespie. |