3 River Lane,

Off Sundays Well,

Cork,

Ireland,

88 Harcourt Street,

Dublin 2,

D02 DK18,

Ireland

18/10/20

**Re: Application for Traineeship Position**

To Whom It May Concern:

My name is Caoilinn Brady and I am currently a final year Law and Business student in University College Cork. I am writing to express my interest in the position available in your Traineeship Programme. I am particularly interested in this role and believe that I am well suited to the firm in ways which I will explain below.

Firstly, your company profile is of interest to me, in particular, as it will allow me to gain exposure to businesses across a variety of sectors. I have a strong drive to continuously develop my specialist skill set and to do this within the context of provision of high-quality legal services to both individuals and corporate entities. I believe that I have the ability and enthusiasm to fit in to your organisation and learn how to make a valuable contribution.

I have a solid educational foundation thus far, and hope that this will be an opportunity to build on this further. As I am passionate about Law in its various forms and would welcome the opportunity to contribute to your leading reputation in this field. My focus on corporate law is evident from modules which I have successfully completed over the last three years and hope to consolidate these with further exposure to corporate business practice. I am very interested in technology law and cybercrime and this year has been a blessing as I was able to choose a number of different models with this in mind.

I strive to work with a firm that matches my values with its own; I believe your firms values reflect my traits and strengths such as teamwork and enthusiasm. I have clearly demonstrated these in multiple fields such as being part of a successful basketball and hockey teams. I was appointed to the position of ‘prefect’ in school which was voted for by the teachers and included responsibilities like being the representative for the fifth year students in dealing with faculty and both organising and facilitating open days and parent teacher meetings, I was also voted to be ‘clan captain’, which is a sports coordinator within the school. This role was very challenging as many people didn't believe they had the ability to compete and it was my responsibility to ensure they were motivated – leadership and teamwork skills were established and reinforced in both of these roles. I am a sailing instructor, demonstrating my strong communication skills, providing information to others in a way that they could understand and then apply in challenging and changing situations. This enabled others to follow my lead with their ability to be decisive and carry through on decisions, vital to success.

In summary I am confident that I will be a positive addition to your firm and furthermore I look forward to taking my application further at the interview.

Yours Sincerely,

Caoilinn Brady