22 October 2015

Dear Sir/Madam,

### My name is Charlene Walsh and I am a graduate from the National University of Ireland, Galway, with my Corporate Law degree and the LLB postgraduate course. I am applying for the position of Trainee Solicitor in your firm.

### I wish to apply to your Byrne Wallace as I am hoping to gain a position in a firm which has expansive practice areas. My host of business and legal experience could be off great advantage to the role and I am extremely ambitious and hard working along with the ability to analyse, interpret and evaluate large amounts of information. The legal aspect of my qualifications has also given me expansive problem solving skills. Additionally I have practised efficient multitasking in many different areas.

I have spent the past fifteen months working in an extremely busy legal practice in Galway city. From the beginning I have been thrown in the deep end and I have thrived on the pressure.I have been complimented on numerous occasions on my attention to detail and the ability to carry out any roles to the highest standard. My position has thought me to deliver commercially informed and solution focused advice of the highest quality. I believe I have the qualities required to succeed as a Trainee Solicitor and I see Byrne Wallace as being my platform for success. I hope to gain experience in a top tier firm so that I can make the successful transition from law graduate to a top class solicitor.

In conclusion, I consider myself to be an ideal candidate for the position due to my experience in both the legal and commercial environment. I have strong academic results, a great work ethic and my qualifications have provided me with great communication skills and initiative to strive and be the best of my ability. I also have a lot of experience in customer oriented employment and I have great references on my ability to exceed in customer care. Thank you for your consideration and I look forward to hearing from you in the future.

Sincerely,

Charlene Walsh