6 Palmerston Road,

Rathmines,

Dublin 6

Phone: 01-4975408

0860881141

Dear Ms. Onslow,

I wish to apply for the Trainee position with Byrne Wallace Solcitors. Please acttached find my CV for your consideration.

 I have recently graduate with BA Hons (2.1) in Business and Law from University College Dublin. I have also completed six FE1 Examinations.

 I am currently working as a legal intern with Whitney Moore Solicitors. This has provided me with insight into the workings of a busy and pressurised law firm. While working there I am enjoying doing a number of different tasks such as background research to cases, sifting through materials and judgments to extract the salient points and working as a team with the other solicitors in the office. These experiences confirmed my desire to work in the field of law.

Throughout my degree I had weekly assigments, many of which involved working with teams. I particularly enjoyed taking responsibility for managing a team that won 1st place for developing a global business strategy online simulation. My part-time work in The Shelbourne Hotel bar, has also developed my ability to work effectively as part of a busy team, ensuring that customers were served and that service was maintained without interruption. I learned to handle difficult customers and to keep calm in extremely pressurised situations. I was honoured when after five months in the job my manager allocated me the responsibility for training new staff. I enjoyed having a leadership role and management complimented me on my attention to detail and problem solving skills.

Studying law has enabled me to develop critical thinking skills and I have demonstrated the ability to master new subjects rapidly. I am a highly motivated and energetic person. I am invovled in a number of activities from academic to sporting and I enjoy being an active member of numerous clubs. As a person who has always been involved in a range of activities, I have developed a responsible and mature approach to any task that I undertake, or situation that I am presented with. I believe these assets willl stand me in good stead for a traineeship with Byrne Wallace Solicitors. I look forward to hearing from you and am available to attend for interview at any time.

Yours Sincerely,

Christopher Ryan