

Ms Ciara Loftus
HR Manager
ByrneWallace
88 Harcourt Street
Dublin 2

Re: Trainee Programme

Dear Ciara

I wish to apply for the Trainee Programme for 2021 at ByrneWallace and it is for this reason that I now write to you.

I am a Second Class Honours Bachelor of Laws Graduate from Griffith College. My undergraduate studies afforded me the opportunity to develop my legal expertise, academic writing and research capabilities.

My current role to date with ByrneWallace reinforced my career choice and my commitment to the study and practice of law. My skills to work efficiently and effectively under pressure and in a fast paced environment have been greatly enhanced through my work as a Legal Executive within the commercial property department. I believe that such experiences will benefit me as a trainee. Furthermore, it has strengthened my belief and confidence in doing well in a trainee programme.

Becoming a trainee at ByrneWallace appeals to me for a number of reasons. Primarily, the firms wide ranging practice areas present an excellent opportunity to work with a diverse range of clients and on a broad range of issues. I am also drawn to the size of the firm, as I feel it provides an opportunity to learn from a wide spectrum of legal experts. I was also incredibly impressed with the firm's record of achievement. Consequently, the chance to work and learn in your trainee programme would be a privilege.

I now **enclose** my Curriculum Vitae for your consideration and trust that it provides sufficient detail for ByrneWallace to consider me a suitable candidate for your Trainee Programme.

Yours Sincerely

Ciara Kelly