

Ciara Lennon

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Dear Hiring Manager,

As a current final year Corporate Law student of in NUI Galway, it is with great enthusiasm that I am writing to apply for the role of a trainee solicitor in your firm Byrne Wallace. I am looking forward to graduating this year and beginning my journey to becoming a qualified solicitor, and I believe that my academic qualifications and skills make me the ideal candidate for this job. I feel confident that I could contribute substantively to the work of your office while strengthening the skills I'll need for a successful career in law.

Throughout my years of studying law in NUI Galway I have acquired a greater understanding of what is necessary to become a successful solicitor. Since a young age I have always had a keen interest in pursuing a career in law, and upon further research I believe that your firm is the place for me to do so. I possess a commercial drive and would love nothing more than to be part of your fast-growing Irish business.

Throughout my years of study, I have gotten involved with volunteering for the Free Legal Aid society and the Students Union on my campus in an attempt to further my legal experience while also doing worthwhile volunteering work. I am an incredibly hard worker and want for nothing more than to be in a job where I can make a difference while also being challenged daily. I think it is vital to be challenged in the workplace as it allows you to further develop your skills which is a very rewarding part of the job. Upon hearing your trainee's testimonials, I am certain that I would be the perfect fit for this role in your firm.

I also completed work experience in my local solicitors' firm. This work experience gave me a brief insight into the work carried out by a solicitor daily, which only furthered my desire to work within the legal sector. My four years of studying law in Galway has only increased my certainty that this is the line of work that I wish to pursue, and to be offered a traineeship with your firm would be an invaluable opportunity.

I have completed a wide variety of modules throughout my years of study that I think would help me in completing this traineeship, which I have listed in my curriculum vitae. In my third year of studies I obtained a 2.1, however in my final year I am expecting to receive a 1.1. The enclosed curriculum vitae also highlights my previous education and work experience. While not all of my work experience is specific to law, I believe that it displays my excellent work ethic and ability to adapt to any role.

I hope to have the opportunity to interview with you about a traineeship position. Thank you in advance for your time and consideration.

Sincerely,

Ciara Lennon