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Graduate Recruitment Manager,

Byrne Wallace,

88 Harcourt Street,

Dublin 2,

26/10/2020

**Trainee Programme**

Dear Graduate Recruitment Manager,

I write to you in the hope of securing a place on the prestigious Byrne Wallace trainee programme.

Byrne Wallace is undoubtedly one of Ireland’s leading law firms. Your expertise is recognised consistently by numerous bodies, with your firm being awarded the Top Legal Advisor to Public Sector 2019, amongst myriad other accolades. Byrne Wallace has earned itself a stellar reputation in areas ranging from property law to healthcare law. The forward-thinking ethos of the firm has also resulted in you embracing technology, which is bound to play a transformative role in the legal sector in years to come. Byrne Wallace’s legal expertise, coupled with its progressive and exciting working environment, clearly demonstrate that you provide a first-class, nurturing environment in which to train and excel as a young lawyer.

I believe I would flourish as a trainee at Byrne Wallace. I have consistently performed very strongly as a result of my conscientious nature and work ethic. My academic ability was showcased by my impressive Leaving Certificate results which earned me an Entrance Scholarship to UCD. My time management and organisational skills have allowed me to maintain excellent university results, while working part-time to support my studies. I have tailored my degree to ensure that I obtain a wide berth of legal knowledge, while developing the skills necessary to excel as a solicitor.

My ability to achieve excellent results in university is complemented by the fact that I have participated fully in university life. Since my entry to UCD I have participated in intervarsity debating. The academic nature of debating encouraged me to read about complex and interesting subjects outside the confines of my degree, from economics, to philosophy. Debating also taught me to see both sides of any argument, and deliver compelling, knowledge-based speeches whether in proposition or opposition.

I was chosen as the correspondence secretary of the Literary and Historical Society. In this role, I further improved upon my debating ability by delivering weekly comedy speeches before each house debate and providing guidance and training for other UCD students. Having an integral committee role in one of Europe’s largest student societies was ambitious and time-consuming, but through hard work and effective time management I succeeded in participating fully in society, and academic life.

My ability to work well in a team was showcased most clearly during my experience of volunteering for one month in Tanzania with UCD Volunteers Overseas. Here, I worked with other diligent students to provide a computer education and ICT course to local primary school teachers, and an English language course to primary school children. The project was incredibly successful as a result of myself and my team communicating effectively with one another. Having been exposed to global inequality in this way, I am particularly impressed by Byrne Wallace’s commitment to corporate social responsibility.

I would be delighted to have the opportunity to begin my legal training at Byrne Wallace. I believe the strength I have demonstrated in my academics, university involvement, and volunteering work enable me to perform to the high standard expected at Byrne Wallace. My academic ability will ensure that I can understand the complex legal problems on which this firm advises its clients, coupled with my ability to work well in a team environment, and my work ethic to fulfil necessary deadlines. I want to continue striving to achieve the highest success possible in my career, and I believe that Byrne Wallace would provide the training and professional environment necessary to achieve this goal above any other firm.

I hope that my application will be successful, and I look forward to hearing from you.

Yours sincerely,

Clíodhna McHugh,

Final Year BCL Law with Politics,

University College Dublin.