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Ms Emily Murray
88 Harcourt St,
Saint Kevin's,
Dublin
[30 September 2019]

Re: Trainee position

Dear Ms Emily Murray,

I am writing to apply for a trainee position in Byrne Wallace. I am a recent Bachelor of Civil Law (BCL) graduate and currently studying for a Master of Laws (LL.M.) in Intellectual Property and Information Technology in UCD. I am also currently an FE1 candidate.

Why Byrne Wallace?

I am extremely interested in practising in a commercial law firm due to my keen interest in business, and general affinity for commercial aspects of law. Byrne Wallace is a firm that would allow me to further my interests given its high profile and internationally focused client base which I believe would facilitate an internationally orientated and dynamic career. I am attracted to the high-end transactions, disputes and high-profile clients such as multinational companies and I would like to learn how to thrive in this fast-paced commercial environment. I would also like to benefit from the strong mentoring and flexibility of a small trainee intake.

My skillset and passions

I believe my skillset and interests are suited to the role of a solicitor and I feel confident that I could contribute substantively to the work of Byrne Wallace while strengthening the skills I need for a career in law. I have strong analytical, research and problem-solving skills. I developed these skills from investigating tracker mortgage complaints while working on secondment in the Financial Services and Pensions Ombudsman Bureau. Furthermore, in my current role as a legal review analyst, I use my analytical abilities to review thousands of documents for large scale discovery projects. I am extremely self-motivated and determined, and I am willing to go the extra mile when the situation demands it. Therefore, one of the most rewarding aspects of a career for me is the opportunity to do the highest level

work in alignment with my abilities and how I deliver on my assigned projects and tasks. Further, I am well-orientated in working as part of a team. As team leader of 'Localise', a community development organisation, I worked as part of a team to organise fund raising events for charities such as Saint Vincent de Paul and the Irish Guide Dog Association. I also have a passion for human rights. I was event organiser for the Justice, Peace and Integrity of Creation (JPIC) group and I am currently a fundraiser and volunteer for Amnesty International. I also have a passion for travel. I enjoy being exposed to new places, people and cultures as it helps me develop a wider world view. I swam with black tip reef sharks, kayaked through mangrove jungles, learned Asian cooking from visiting local markets and attending a cooking school in the heart of the Klong Toey slum and travelled to elephant sanctuaries, feeding and washing elephants.

My commitment to Byrne Wallace

I will work hard to exceed the high standards of Byrne Wallace. My international outlook, strong analytical and communications skills make me a well-matched candidate for this role. I would greatly appreciate the opportunity to interview with you to further discuss my candidacy. Thank you for your time and consideration of my application. I look forward to hearing from you.

Yours Faithfully

Clara Doyle