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30 August 2022

ByrneWallace LLP
88 Harcourt St
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Dear whoever it may concern,

My name is Clara Burlacu, and I am looking to apply for the Trainee Programme for 2023. I would describe myself as an optimistic, outgoing and engaging character with an appetite for learning new things in different environments. I am currently fulfilling a paralegal position at Philip Lee LLP but believe I have developed the requisite skills to move forward to a Trainee Programme.

Having good analytical and research skills, I decided to study Law at Trinity College Dublin. The nature of my degree has allowed me to study a wide array of legal subjects. In my final two years, I chose modules primarily focused on Corporate Law and European Law. I also participated in the Erasmus Programme and attended Leiden University for a semester in my third year. Having completed my degree, I am now a FE1 candidate. I have completed three FE1s with the dedication to complete my final five in the upcoming sittings. Having received high marks in my first three, I am confident that I will complete the remainder.

Last summer, I completed the Summer Internship at a top ten firm; Philip Lee LLP. Following the four weeks, a select few of us were offered a paralegal position starting in April 2022. Having worked in the Company for six months now, I have had the opportunity to gain experience in a variety of different departments; Corporate, Media and Construction and Procurement. During my rotations, I have worked closely with the senior partners and associates on a variety of different transactions. While working on the Corporate Team, I was often tasked with drafting board minutes, filing CRO forms, drafting share purchase agreements and other documents. While working on the Media Team, I was tasked with filing S481 applications (Film Tax Credit), filing C1s amongst other CRO forms and drafting production packs for various film and television series. My current position in the Construction and Procurement Department involves research tasks but namely reviewing important documentation such as collateral warranties and various forms of building contracts. This role has allowed me to gain experience in client management and having worked closely with the senior partners, associates and current trainees, I am gaining all the requisite experience to pursue my legal career. I have also worked on various Pro Bono matters recently and am a member of the Green Committee and Wellness Committee. Our most recent achievement was making the practice a Cycle Friendly Employer.

I first heard about ByrneWallace LLP while pursuing my Law degree and have remained familiar with the work done at the firm. After conducting my own research, I am interested in training with the firm for various reasons. The firm specialises in a variety of niche areas which I have not yet had the opportunity to gain experience in. I would be particularly interested in the areas of Child Care Law, Competition Law and International and EU Trade. Furthermore, the firm operates an impressive Corporate department which is renowned as one of the leading practices in the country. As I have best enjoyed my Corporate seat, I would be particularly interested in gaining further experience in this sector with the firm. As I am currently a member of various committees, I also researched into the various programmes and activities offered in the firm. I am very fond of the focus on wellness having seen the firm participate in numerous

sporting tournaments. I also note that the firm places an emphasis on Pro Bono work and this is something that I would certainly involve myself with.

I have attached a copy of my CV. I hope that I demonstrate the qualities that you are looking for in your trainees. Thank you for your time and consideration.

I look forward to hearing from you.

Yours faithfully,

Clara Burlacu