Claudia Macklin

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18th of October 2018.

Dear Sir or Madam,

I am taking this opportunity to introduce myself as a prospective traineeship applicant. My name is Claudia Macklin and I have graduated with 2.1 honours in Bachelor of Civil Law awarded by University College Dublin. I am excited to have the chance to apply for the traineeship programme in Byrne Wallace and would relish at the opportunity to become immersed in your company and culture for the duration of my legal training. I consider myself to have fostered skills in communication, customer-service and the ability to work as a member of a team from my experience as a legal intern in Byrne Wallace coupled with my experiences in the restaurant industry and retail, both in Ireland and America. I have a real interest in my legal studies and I accept that this traineeship will provide unrivalled experience and exposure into a leading commercial law environment. I have completed my first set of FE1 examinations this October. It is my hope that I will pass the entrance exams into Blackhall Place by 2019 and thereafter pursue a career with a well-established company such as Byrne Wallace.

During the month of June 2018, I had the opportunity to intern with your company. I was placed in the property department for one month and I found my experiences in Byrne Wallace to be extremely positive and encouraging. I was given the opportunity to work closely with senior associates and partners and I felt that the collegiate atmosphere and teamwork orientated environment was emphasised to me. I felt every member of the team was approachable and helpful. The prospect of working closely with Partners and Senior Lawyers appeals to me. I really wish to be part of Byrne Wallace as I experienced, first-hand, your reputation for encouraging involvement and a personable working relationship for colleagues and clients.

Byrne Wallace offers me unrivalled experience and focus in specialist areas, which other firms do not provide. Throughout my time in UCD my subject choices have been predominantly central to commercial law. I have achieved B grades in Company Law, Contract Law and EU Economic Law, Commercial Law and Banking Law modules. During the traineeship programme I hope to immerse myself in the specialist areas of which I have a particular strength and interest such as Employment Law, Industrial Relations Law and EU Competition Law. I look forward to being placed in legal departments that allow me to put this academic learning into practice.

I have a keen interest in my extra-curricular activities such as tennis, travel, music, dance and volunteering. I understand that the cultural fit of the prospective successful applicant is vital to the success of the internship. I have experienced your culture and feel my attributes of hard work, common sense and commercial acumen, self-motivation and eagerness to explore new experiences would lead to a mutually successful training period.

I understand that if my application for participation in the traineeship programme is successful that I will be part of a team and I will be pleased and excited to work as part of that team. I feel my combination of practical, legal and commercial experience coupled with my qualification from UCD, makes me a good and enthusiastic fit for your programme. Thank you in advance of your time and consideration.

Yours Faithfully,

Claudia Macklin