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18th October 2017

Head of the Trainee Programme.

Dear ByrneWallace,

In researching various law firms, I had certain criteria that I needed satisfied. One of the first and foremost was an integral law firm that ranked among Ireland`s top calibre of firms. ByrneWallace was awarded Law Firm of the Year 2016 and again shortlisted for 2017. This emphasises the high value of work and professionalism offered by your firm. I am seeking a diverse law firm which offers the opportunity to work with top class professionals to further my law career. It is important to me to be able to learn and develop on the advice available from Ireland`s top solicitors. ByrneWallace offers a diversity of expertise that covers every major area of Irish law. This was one factor which influenced me to apply to your firm. In addition to this, I wanted a firm that had strong social values and corporate social responsibility (CSR). In my final year in college, I researched CSR and presented on the topic. Having done a lot of background research on firms` employment of CSR, I knew what to look for. I was very impressed with the firm’s employment of CSR. It immediately stood apart from other firms, as your policy is actively employee based. I found this to be an appealing factor as it is incorporated internally as well as externally, cultivating team spirit. The donation to the community highlights the firm`s willingness to help others. As a basketballer, I value your firm`s commitment to aiding sporting endeavours and schools. The charitable work addressing Breast Cancer Awareness, charities, St. John of God, Irish Motor Neuron Association and various hospice`s, emphasises the core values of your firm. It is something that I seek in a future employer. Finally, having obtained an International Law Degree, it is important to me to work at a firm that works internationally. ByrneWallace conducts business on an international basis and is also part of the international law firm network group ALFA International.

It is obvious that ByrneWallace is the right fit for me, but why am I the right fit for ByrneWallace? I am an ambitious, driven individual with a positive “can-do” attitude. I studied Corporate Law as my undergraduate degree, and went on to do a postgraduate in the LLB. I have developed a useful skill set from previous work-experiences and sporting history. My internship at the European Parliament has equipped me with strong teamwork skills, excellent communication skills, networking skills, cross-cultural competencies and adaptability. In working at this institution, I learned how to effectively and efficiently thrive in a fast-paced, hard-working environment. In attending plenary hearings and preparing briefings, it allowed me to develop useful analytical skills. I also have previous experience in working in a solicitors practice which gave me an insight into the everyday challenges and tasks of solicitors. It has prepared me for the challenging client meetings, tough workloads and drafting briefings of court hearings. I have also dealt with various matters in the areas of litigation and conveyancing, which I know will stand to me when completing rotations in ByrneWallace.

I know your firm prides itself on your relationships with your clients. Throughout university, I worked in Connemara Marble LTD. I worked there for five years engaging with the many tourists from around the world. In working as a sales assistant, I catered to the needs of the customers to ensure they were satisfied with the customer service and products. I learned a great deal about consumer satisfaction and can employ this when dealing with clients in ByrneWallace.

Having spent a year in Germany studying law through German and improving my fluency, it allowed me to develop a strong cross-cultural competence. It also helped me conquer change and face new challenges as they arose. My language skills would be an addition to ByrneWallace and perhaps aid in communication with international clients. The commercial environment is constantly changing, and with my skill set, I can effectively adapt to change and new methods of business.

In playing national cup basketball, I have developed many values and teamwork skills. Team activities are often very rewarding and offer various new ways to learn and interpret new material. I not only learned to work with others, but I also learned that a team relies on you. The more effort you put into a team, the more rewarding the outcome will be.

I have no doubt in my ability to contribute to the success of ByrneWallace. I will work hard to exhaust every possibility until I find the best possible option for the firm`s clients. I will put all my previously acquired skills and experiences to good use in your firm to ensure a positive outcome. I will put 100% into everything I work on, regardless of its priority. ByrneWallace and I will undoubtedly make a great team. I assure you that I will be a credible asset to the ByrneWallace team and that the partnership will prove to be invaluable.

I look forward to hearing from you and taking my application further at interview.

Yours sincerely,

Eimear Walsh