

ELISSA SUTHERLAND

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FAO: Recruitment Team

ByrneWallace LLP
88 Harcourt Street
Saint Kevin's
Dublin 2

16th October 2024

Re: Trainee Programme Application 2025

Dear Sir / Madam,

I would value the opportunity to train with ByrneWallace, as I believe it would be a natural fit as the next step in my professional journey. With a strong academic and professional background, I am confident in my ability to contribute effectively and excel in this role.

I first learned about your firm through your representation of the Child and Family Agency and other public bodies in both High Court and District Court proceedings. After speaking with a number of your current employees, I gained valuable insights into ByrneWallace's trainee development programme. Their descriptions of the support and guidance offered to new lawyers convinced me that I would be a great fit for your firm, and I would welcome the chance to work alongside lawyers who are so passionate about their work and their team.

Through my research on the firm, its key practice areas and its client portfolio, I came to appreciate the diverse range of sectors you service, while upholding incredibly high standards. I would be grateful for the opportunity to work across teams which excel in both the private and public sectors.

I understand that strong communication skills, meticulous attention to detail, and the ability to thrive under pressure are crucial for any trainee. In my role as a Legal Executive at KOD Lyons, I have successfully managed over 100 judicial review proceedings and currently serve as the lead caseworker on 57 active cases before the High Court. Due to the time limitations as outlined in the International Protection Act 2015, the majority of our cases must be opened within 28 days from the date of the decision. This requires effective and efficient project-management as briefs must be sent to counsel, client instructions received and pleadings filed all prior to time expiring. This challenge is further compounded by the fact that the majority of our clients do not speak English and translation services and interpreters affidavits must be secured in tandem with usual procedure. I believe my keen attention to detail and over two years of experience on a competitive litigation team equip me with the skills necessary to contribute uniquely to your firm.

If I am fortunate enough to secure a traineeship with ByrneWallace, I will bring a proactive, results-oriented mindset. I am eager to assist and learn from fee earners on complex legal matters, especially against the challenge of important deadlines and the significant value of potential clients. I take all administrative responsibilities seriously and aim to enhance the efficiency of the team while providing essential support. I would be incredibly grateful for the opportunity to learn from solicitors dedicated to excellence and to contribute to work with clear commercial impact.

Thank you for considering my application. I look forward to the possibility of discussing how I can be an asset to ByrneWallace.

Yours Sincerely,

Elissa Sutherland