Cloughlucas House,

Mallow,

Co.Cork.

19th October 2015.

HR Administrator,

Byrne Wallace,

87-88 Harcourt Street,

Dublin 2.

Dear Ms. Fox,

My name is Ella Lynes and I would like to apply for the position of Trainee Solicitor with your firm.

Having qualified with an honours degree in Law with German I commenced working with Apple, in order to build upon my language skills, where I stayed for over two years. In the time that I was there I achieved promotion to the position of acting team manager. I have very strong work ethic, and excellent interpersonal and communication skills. I learned the importance of behaving empathetically towards your colleagues as well as your clients. I learned that going the extra mile for a client and informing them of progress in their case, big or small, makes them more confident in your abilities. Equally my time at Apple was very results driven and I met weekly and monthly targets comfortably, working on my own initiative or as part of a team as dictated by the task.

My time at Apple provided me with an alert commercial awareness and, given the size of the company, a high level of adaptability. A lot of the skills which I worked upon whilst there are easily and transferrable and I know that this commercial awareness and understanding of business transactions would prove invaluable to my career with Arthur Cox. I believe that Arthur Cox is a firm which truly looks to the talents and experience of employees in order to find the best fit for the company, I feel that given my experience to date since graduation that I would be a great addition to the team.

In January I left Apple in order to further my legal career and sat my first four FE1s in March 2015, all of which I passed, I sat the second four earlier this month. I would aim to attend PPC1 in September 2016. While studying I helped out as a Volunteer Assistant for FLAC. This was an invaluable way to experience first hand how to apply the law to issues which those in my community are currently facing.

Please find attached my CV. I would welcome the opportunity to discuss the post and my own background in more detail, and would be available for interview at a convenient time. I am contactable by phone or by email.

I look forward to hearing from you.

Yours sincerely,

Ella Lynes.