15/10/24

To whom it may concern,

I would like to apply for the Trainee Solicitor programme that Byrne Wallace is currently recruiting for.

I am from County Mayo and moved to Dublin in 2021. I graduated in 2021 with a Bachelor of Corporate Law from NUI Galway. I graduated with a First-class Honours (1.1) and First place in my class. I also came 2nd in my class for the year 2019/20.

I currently work as a Legal Secretary in Damien Tansey Solicitors LLP, a firm based in Dublin and Sligo that specialises in Personal Injury and Medical Negligence Law. I have also gained legal experience in the Corporate Law Firm Philip Lee, where I worked for almost a year, as well as the Civil and Criminal Law firm, Macguill & Company.

I am interested in working in Byrne Wallace as I have now worked in several law firms, and I find that I am best suited to and enjoy the work of a business law firm. Byrne Wallace is a firm with such a great reputation and presence, and I am extremely interested in the type of work that they specialise in. I find that I would have ample opportunities to learn and grow in this environment.

I believe that I would make a great trainee solicitor as I have gained invaluable experience and skills through my current and previous job roles. By being a legal secretary for almost 2 years I have developed great typing, drafting and organisational skills. I also have strong analytical skills through my experience of analysing legal documents and I am an excellent communicator.

I am very much used to working with groups of people and I find that teamwork and leadership skills shine through me as a result. These skills were developed through my role as a student leader and my experience in luxury retail.

Outside of work, my hobbies include the gym and spending time with my dog. I enjoy the gym for both my physical and mental health, but I also enjoy the social aspect that it brings. I am a part of class groups where we workout together and motivate one another as a result. I attend this class once a week and weight train about 3 other days of the week. I enjoy running and recently participated in this year’s Dublin half marathon.

I believe I would be an ideal candidate for Byrne Wallace Trainee Programme as I thrive to do my absolute best at everything I do. I love working in the legal world and I am ready to progress onto the next step and begin my Training contract.

Your sincerely,

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