19th October 2017

Re: Training Contract Consideration

Dear Sir or Madam,

My name is Ellen Foley and I am writing to you to express my interest in a training contract with Byrne Wallace. I have worked with Byrne Wallace in the past through my role at Danske Bank and it seems like a fantastic place to work.

The teams I have worked with in Byrne Wallace always seem to work with the client in mind. This is something that appeals to me greatly as every job I have had in the past has always had been customer-centred. I can say having worked in the entertainment, hospitality, retail and financial industries I have a broad and varied level of customer experience which I feel would be put to great use in a firm like Byrne Wallace.

I also thrive in a strong team dynamic. As is stated on Byrne Wallace’s “Life as a Trainee” website page “staff at all levels are supportive and keen to impart meaningful and practical advice”. This resonated with me as ideally in my training contract I would be able to work with a strong team to collaborate and come up with innovative solutions for the client.

Finally, with such a wide range of practice areas, I truly feel Byrne Wallace can offer a rich and interesting training opportunity. In a training contract, the idea of being exposed to different complex and interesting legal matters every day is the dream- one I am keen on pursuing, and I feel as though it could come true with Byrne Wallace.

Finally, I am a driven and hardworking individual, conscientious and I am a great time keeper. I am very organized and I thrive in a strong team. I am particularly good at laterally thinking to find a creative solution to a problem and working hard until a project is complete. I am also very good at meeting targets as can be seen in my work with Boots Pharmacy and Danske Bank.

Thank you for your consideration and I look forward to hearing from you in the future.

Kind Regards,

Ellen Foley

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