

Byrne Wallace
88 Harcourt Street
Dublin 2
D02 DK18

Date: 29th October 2020

Dear Sir or Madam,

I am writing to you to apply for your esteemed training program. I would be honoured to be considered for a training contract at Byrne Wallace and would welcome an opportunity to interview.

I hold an Upper Second Class Honours degree in Law (LLB) from the University of Limerick and I completed my FE1 examinations last March.

Having worked with your firm on a number of loan sales during my time in Danske Bank, I feel I would be a great asset to your organisation. I have gained experience in a very wide range of areas, having worked in-house, in a general practise and in a large corporate firm. I do not shy away from responsibility and I am extremely hardworking. I carried out both legal secretary and legal executive duties in Beauchamps and O'Callaghan Daly Solicitors, including researching case knowledge and transactional information, meeting with clients, liaising with other firms, banks and clients and drafting documents.

Based on my work in Danske Bank I was nominated for the University of Limerick's Cooperative Education Award which awards exceptional student performance whilst on their placement. My work throughout my placement was very highly praised and as a result I was the only student from my college intake to be asked back to work for the following summer.

Having researched Byrne Wallace, I was encouraged for a number of reasons to apply to the Byrne Wallace Traineeship programme.

Firstly, I admire the firm's continued focus on expertise and client progress. I believe providing excellent legal service is vital to success. I strive in every role I have worked in to provide the best possible service for a client. I believe building a relationship with clients through consistency and hard work is paramount and I would be honoured to be part of a team who shares this belief.

Another major advantage of training in Byrne Wallace in my opinion is the support available. The opportunities to learn not only from the team but also having the opportunity to participate in a Learning and Development Programme and an induction programme, receive feedback from a partner and take part in volunteering activities are hugely beneficial to trainees.

I was encouraged to apply to Byrne Wallace as it is an innovative firm. Not only is Byrne Wallace noted as being an industry leading law firm, the firm has also continually invested in legal technologies designed to benefit clients and improve efficiency. Being part of such a pioneering firm would allow me to gain unique experience across a broad range of legal areas and would allow for the best possible training.

Finally, I believe my wide range of experience and my work ethic would fit in well with your firm's approach. I enjoy applying my knowledge and working hard for a client to deliver results efficiently. I would relish the opportunity to train with Byrne Wallace, a firm who shares those values.

I attach hereto my CV and a letter of recommendation from Danske Bank.

Many thanks for your consideration.

Kind regards,

Ellen Foley
Tel: (085) 847 3759