

Emer Wilkie
26 Dun Aengus,
The Long Walk,
Galway
mswilkie94@gmail.com
+35386 1766369

20th October 2017

Trainee Recruitment Department,
Byrne Wallace Solicitors,
88 Harcourt Street,
Dublin 2

Dear Sir/Madame,

I am aware that you are currently recruiting Trainee Solicitors for the Byrne Wallace Trainee Programme and I would like to submit an application for this position. I have recently completed my B.A. and LL.B. Degrees in NUI Galway and graduated with a First Class Honours last Autumn. I believe I could offer your firm a strong analytical mind and also bring the necessary skills required to succeed in the legal world; along with the persona of a diligent, attentive and hard-working individual who strives to consistently learn and improve by setting self-challenging goals and aspirations. I am now seeking a challenging and motivating career with a firm that offers excellent training and a genuine opportunity for progression.

I believe I can make a substantive contribution to your office. Completing a legal internship in a large State body and working full-time as a Legal Assistant has been invaluable experiences wherein I gained solid skills and knowledge of the law in practice, furthering my interest in a firm which focuses not only on satisfying the law, but also on delivering excellent business orientated legal advice. My current role as a Legal Assistant has offered me the opportunity to engage in various aspects of legal practice but has enabled me to develop a keen interest in civil and commercial litigation. Herein I have been involved in cases across all courts. This has been the most challenging experience thus far, but also the most fulfilling and intellectually pleasing. This experience has shaped me personally and professionally into a well-rounded individual and I have grown significantly more confident, responsible and adaptable – an achievement that will only further add to your firm. Furthermore, working as a Sales Associate for 3 years whilst studying at NUI Galway has taught me indispensable lessons on the importance of dedication, teamwork and especially communication, as well as the crucial ability to multi-task and delegate to others. All of my experiences thus far, has taught me to think on my feet – which I think would be a valuable skillset for your firm - especially in terms of anticipating and dealing with the unexpected.

I have successfully passed 6 of my Fe-1 examinations. I sat my final 2 examinations in October 2017 and I am still currently awaiting results for same. I anticipate being eligible to begin the PPC1 Course in September 2018. I have enclosed my CV for your consideration.

Thank you for your time, I look forward to speaking with you soon.

Yours faithfully,

Emer Wilkie