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ByrneWallace LLP

88 Harcourt St,

Saint Kevin's,

Dublin 2

16 October 2024

Ref: Trainee Solicitor- ByrneWallace LLP

Dear Sir/Madam,

I am a recent law graduate from Dublin City University and FE-1 candidate. It is with a high-level of interest that I submit my CV and this cover letter for a position on your 2025 Trainee Solicitor Programme. Your advertisement on your website matches the experience I have, and I would love the opportunity to develop my skills further and begin a challenging but rewarding career as a solicitor at ByrneWallace LLP.

I am a hardworking and highly motivated young person who is extremely interested in law and pursuing a career as a solicitor. I have excellent communication and interpersonal skills with the ability to communicate effectively in a professional manner with clients and stakeholders. My work experiences have provided me with the ability to manage busy workloads, meet required deadlines and work both independently and as part of a team.

I currently work as a paralegal within Gas Networks Irelands busy legal department supporting the chief legal officer, data protection officer and the company secretary in the delivery of all legal, corporate governance and data protection activities across the company. Previous to this role, I worked in LK Shields Solicitors as a company secretary intern and as you will see from my CV, I have experience in company law, data protection law and freedom of information, experience which will stand to me as a trainee solicitor at ByrneWallace LLP.

I am particularly interested in ByrneWallaces’ Trainee Solicitor Programme as I recently attended the ‘Generative AI and your Business- Safe Use and Mitigating Risks’ event hosted by Victor Timon and was impressed by the ethos of the firm and atmosphere at the function. I would be proud to be part of the ByrneWallace LLP team.

I am confident that my legal background, excellent work ethic, first-rate organisational skills and unparalleled attention to detail will make me a valuable addition at ByrneWallace LLP.

I look forward to the possibility of further discussing this Trainee Solicitor Programme and my qualifications with you in more detail.

Please feel free to contact me anytime on my mobile (087) 7980 725.

Yours Sincerely,

Emily Kelly