To whom it may concern,

I am writing to express my interest in the Arthur Cox Trainee Development Programme, advertised as being open at this time within your firm. As current law student in the Business and Law programme in D.I.T it is with great enthusiasm that I am applying for this traineeship.

I first became interested in law after my secondary school organised a transition year law programme where a number of solicitors and barristers came in to talk us through the ins and outs of the job and what a day in the life of a solicitor in Ireland consists of. Heads turned around the room, many of which giving a look that said this just wasn’t for them, but despite the job sounding demanding, tedious and overbearing at times it still remained of great interest to me.

I feel as though the dual business and law degree will be of great benefit to me as a trainee in your firm, I have taken modules in International Management, Global Strategic Management, and contemporary issues in HRM, all of which have added to my knowledge and skill set that can be readily adapted to a legal environment. I am therefore applying to commercial firms for traineeships and am particularly interested in Byrne Wallace as one of Ireland’s largest law firms that encompasses all aspects of corporate and business law a wide-ranging commercial practice and a variety of clients.

I believe that I possess the skill set that will equip me to succeed in a legal practice. I have maintained a steady 2:1 grade in my 3 years of studying my degree including a first class honours in my first year, aiding to achieve this consistency is my high degree of organisation, attention to detail and determination to succeed. Not only can I work alone but I also work very well as part of a team which is one of the most important skills in becoming a successful solicitor, I also have effective interpersonal skills which will be of great use to me when communicating with clients and colleagues alike. Commercial acumen is something I feel is also a desirable attribute I know I can bring to the table. I am willing to make myself commercially aware and develop an understanding of the business environment in which law firms and their clients operate.

I am excited about the possibility of speaking with you further about this outstanding opportunity with your firm and I hope to secure an interview in the near future. Thank you for your time and consideration.

Sincerely,

Erica Russell.