Dear Sir/Madam,

I wish to apply to the Byrne Wallace Traineeship Programme. I am a strong candidate for this position, as my part-time roles, time at college and my relevant experience working in a law firm,  have equipped me with the necessary skills and competencies, not only suited to this role but those that will enable me to progress and succeed further in my career as a solicitor.

***Academic & Career Commitment and Dedication***

Through commitment and dedication, I excelled at college, obtaining a high 2:1 mark and placing 12th in my class of 90 in my final year. This provides an insight in to how I will perform throughout my future legal career.

I have been playing the flute for 15 years, acquiring a very high-performance level, completing the eighth and final grade exam and obtaining over 80% in all performed pieces. I have performed pieces ordinarily performed by university level students studying music during my time studying law at college. I managed my time successfully and excelled at both.. I have recorded in a professional studio with a band, an experience which I owe to my consistent maintenance and progression of my skill set. I believe this speaks to the type of solicitor that I will be in the future – consistent and dedicated to excelling in the field that I choose.

***Teamwork and Communication Skills***

While working  at Costa Coffee and Morilles Coffee, I have been able to to develop my teamwork and communication skills. I have strengthened my ability to adapt and multi-task through adapting to busy periods and helping other team members as much as possible. At Morilles, communicating effectively is essential as there is both a drive through and a pedestrian queue which both get very busy, adding pressure and makes these skills a necessity.

When I competed in  the National Moot Court Competition 2020, I acted as the solicitor. Our team performed excellently, placing in the quarter finals. During the Arthur Cox Negotiation Competition 2019, I worked with my partner to negotiate and compromise with another team. In both competitions, regular and effective communication and working as a team was essential. These skills are also important for working with ateam in a law firm and meeting deadlines, as well as maintaining professional business relationships and building rapport with clients.

***Relevant Experience***

During my internship at Hayes, I gained relevant experience for my future legal career by completing tasks, such as drafting multiple articles for the Hayes website, carrying out extensive research for various projects in different departments and generating hard and soft copies of briefs. This internship allowed me to have the same exposure as a trainee for three months and is directly comparable to a traineeship. I hope to explore this further and strengthen my resolve to qualify as a solicitor.

***Why Byrne Wallace?***

Byrne Wallace  is a leading Irish law firms and the constant training, investment into trainees’ careers and opportunities for trainees to work with a wide variety of clients are some of the reasons that I decided to apply to your Trainee Programme. As one of Ireland’s largest full service law firms, I would receive a rich and varied experience in many departments.

I am specifically applying to Byrne Wallace as the Lexcel accreditation speaks to the quality of the firm and I am certain that the training I would receive here would be second to none. In 2019, I worked at Hayes solicitors as a legal administrative assistant, working with BigHand Speech Recognition software. I returned to the Hayes solicitors in 2021/2022 during the summer to complete a six months working as an intern. Both roles have provided me with a unique insight into what working at a law firm would be like – experiencing the work and the culture..

I believe that I am a strong candidate for this role and have the necessary skills and experience to excel at Byrne Wallace. Thank you very much for considering my application and I look forward to hearing from you.

Yours faithfully,

Eve Casey