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26 Kenilworth Road,
Rathgar,
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ByrneWallace LLP,
88 Harcourt Street,
Dublin 2.

Subject: Trainee Application 2025

15th October 2024

Dear Hiring Manager,

I am writing to express my interest in the trainee programme at ByrneWallace. I am an ambitious Business & Law graduate of TU Dublin, attaining a second-class honours first division, with distinction in my thesis exploring medical negligence and the feasibility of implementing a no-fault based system for medical misadventure in Ireland. I am adept at working on initiative, overcoming challenges and being a team player who enjoys working as a part of a group for a successful outcome. I am pleased to say that I have also successfully completed all eight FE1 exams.

Whilst attending university Employment law was my favourite module, it was at this time I first identified ByrneWallace as the firm with which I would like to train given the firm's reputation as Ireland's foremost Employment Lawyers. I have subsequently gained hands-on experience working in the fields of commercial litigation and real estate, I've found this work to be interesting and well suited to my skill set and I am eager to experience these practice areas as a trainee with ByrneWallace.

I had the pleasure of speaking to Conor and Emma at the trainee open evening on October 6th about their experience as trainees at ByrneWallace, Emma highlighted the tangible benefits of your mentorship program and Conor spoke about the genuine open-door policy in the office I was very pleased to hear about the positive environment as this plays a key part of productivity and will accelerate my learning as a trainee if my application is successful.

I have gained valuable insight into the working legal environment during my time at both a boutique general practice as well as a large corporate law firm. During my time in the boutique law firm, I thrived in the fast-paced turnover and high degree of initiative required by my position. At McCann FitzGerald I excelled as a part of a multitasking team who was at any one-time collaborating with several departments to bring the highest possible results for large corporate clients.

My role concentrated on document review, discovery for both audits and litigation purposes. Skills I utilised in carrying out my role were predominately the ability to quickly determine relevance and categories high volumes of information correctly and efficiently to meet mission critical deadlines.

In addition, I also relied on my communication and presentation skills to concisely report trends and suggest optimisation techniques to partners overseeing matters, working off my feedback allowed changes to be made to data sets which allowed for more effective workflow greatly reducing cost to clients and improving the team's effectiveness.

Following my experience at McCann FitzGerald I am committed to seeking a traineeship in a corporate law firm which offers a wealth of talented individuals from whom I can learn, varied practice areas.

I have a passion for learning, and hearing of the seminars that trainees participate in during the course of their traineeship resonated with me demonstrating how the ByrneWallace traineeship programme gives trainees the best possible grasp of the law, supports their development and encourages them to continue to learn throughout their careers.

Alongside my university studies, I have also worked part time as an executive assistant at my family's business Topaz Beauty, where I have experience in assisting with administrative and organisational tasks, including new booking software implementation as well as tax filings, contracts and government registrations, leasing with contractors and renovation works. I have been entrusted with a wide variety of tasks displaying a flexible capacity to handle a diverse and ever-changing environment.

In my experience to date I have demonstrated that I have a calm and calculated approach to navigating legal and administrative challenges that invariably arise in my role. I believe my drive for the highest quality in my work is a shared trait with ByrneWallace as is evidenced by Lexcel accreditation and your commitment to embracing new technologies.

Having taken a sabbatical to sit the most recent seat of FE1 exams and to subsequently to travel through Central America and Sri Lanka, I am keen to further invest myself in the world of corporate law. The prospect of learning new skills from experienced people within a thriving law firm genuinely excites me. I am excited about the prospect of maximising my potential and contributing to innovative legal solutions. It would be a privilege to have the opportunity to work in and train as a solicitor within the trainee programme at ByrneWallace.

Thank you for taking the time to review this letter and attached CV. I look forward to hearing from you.

Yours faithfully,

Finn

