Apartment 6,

141 Leinster Road,

Rathmines,

Dublin 6.

19 October 2015.

Head of Trainee Development Programme,

Byrne Wallace,

87-88 Harcourt Street,

Dublin 2.

Dear Byrne Wallace Recruitment,

Please find enclosed my CV in application for a trainee position with Byrne Wallace. I am an ambitious, hard-working student with a keen interest in pursuing a career in law.

Although I knew before embarking on my undergraduate degree that I possessed the skills necessary to be a lawyer, I wanted to obtain an understanding of a varied range of subjects. As a student of political science and geography, I read, process and analyse large volumes of information across a wide range of fields. I am most interested in the legal side of my course, which involves studying the role of law in environmental governance, human rights and international relations, among other areas. I regard law as vital for society. This is because it gives people a voice and protects them from wrong-doing. From a political science background, I am aware of the importance of representation and think that everyone is entitled to it. This is why law specifically appeals to me.

My interest in pursuing a career in law was furthered when I went on your website and researched the firm. I realised the extent to which your ethos and values appeal to me. Your firm also appeals to me because of your guarantee in applying the most rigorous practice standards and your commitment to your employees.

Through college and secondary school, I have been committed to trying to help others in a meaningful way – from running art classes for children with special needs to volunteering with St Vincent de Paul and the Hope Foundation. It is clear from Byrne Wallace’s Corporate Responsibility Policy that you share my passion for helping others in a creative, practical way.

I am not phased by hard work. I am a determined, driven individual with a consistently excellent academic record, having achieved an average 2.1 grade since first year. I am an accomplished debater and am strongest, academically, in subjects that require excellent analytical and communication skills.

I am confident that I can make a valuable and positive contribution to Byrne Wallace. I hope that my letter has demonstrated my suitability and enthusiasm to be part of a traineeship with your firm.

Thank you for taking the time to consider my application. I hope that we will be able to speak further about this opportunity in person.

I look forward to hearing from you.

Yours sincerely,

Geileis Garrett.