

8 Kirkwood  
Park Avenue  
Sandymount  
Dublin 4  
County Dublin

14<sup>th</sup> October 2018

Dear Beth,

I am writing in application for a training contract with Byrne Wallace. As a graduate of Trinity College Dublin, with a Postgraduate Diploma in Law from the Law Society of Ireland, and all eight FE-1 examinations completed, I believe myself to be an excellent candidate for a Traineeship with your firm.

I have substantial legal experience from working as a Paralegal with Arthur Cox and a Legal Intern with Eversheds Sutherland. My work experience has enabled me to enhance my understanding of law in a commercial context and how law assists commercial clients. I am currently working as a Legal Intern with Eversheds Sutherland in the Corporate and M&A Department on a team with a partner and associate. I have assisted with a myriad of large transactions through initial company search phase, preparation of legal documents and attendance at client meetings. My role has allowed me to develop my key skills in time management and prioritising conflicting demands. In a broad sense, working collaboratively with fellow Interns on projects has helped me to further fine-tune my social, team work and communication skills.

I specifically want to obtain a training contract with Byrne Wallace due to the firm's top-tier status and outstanding reputation. Byrne Wallace is one of the only top-tier law firms in Ireland to advise on family law, adoption law and child care. I would embrace the opportunity to gain experience in the Child Care Department due to my interest in this area and also the fact that the department has top tier status in the Chambers and Partners rankings.

I believe that my proven skills and academic accolades demonstrate that I am an ideal candidate for a training contract with Byrne Wallace. I have a strong work ethic and I clearly demonstrate a strong aptitude for a career in law, evidenced through my work experience and high grades both at Trinity College Dublin and the Law Society of Ireland. I also rise to a challenge and have proven that I successfully complete difficult tasks and meet deadlines. This is apparent when considering that I completed the Postgraduate Diploma in Law and FE-1 examinations simultaneously. As a trainee solicitor with Byrne Wallace I would seize every opportunity to perform to the highest of standards and to contribute to the continued unparalleled reputation of the firm.

I thank you for kindly considering my application and I look forward to hearing from you to discuss my CV in more detail.

Yours sincerely,

Geileis Garrett