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Ciara Loftus

HR Manager

ByrneWallace LLP

88 Harcourt Street

Dublin 2

15<sup>th</sup> October 2024

Dear Ms Loftus,

I am writing to you to apply for the legal training contract at Byrne Wallace. I have a great interest in commercial law, particularly commercial property/real estate and I wish to be an addition to the trainee programme. I hope to have the opportunity to challenge myself in my role and explore the different avenues of practice that are available at Byrne Wallace.

I received my undergraduate degree of Law & Business from Maynooth University and I completed an LLM Masters in Dublin City University whereby I centred my dissertation around medical negligence and full disclosure of risks to patients. I graduated with 2.1 in both my undergraduate and post-graduate degrees.

I completed over two years of legal work experience as a Legal Intern at Blake Horrigan Solicitors, located in Dublin 8. I greatly enjoyed my experience with Blake Horrigan Solicitors and being actively involved in the everyday activities of the office such as court appearances, stamping/filing of documents and my internal administrative duties. This legal work experience exposed me to networking connections, ability to attend independently to court offices and develop relationships with clients. I have completed some of the FE-1 exams and I plan to have the exams completed by March/April 2025.

I have an active small home bakery business known as "Baking by Gemma" which I have been running since my early years at university. I believe that this has helped me develop my communication skills, dependability and problem-solving skills all of which would aid in the execution of clients' needs.

I wish to establish that my personal reasons for wishing to work with Byrne Wallace are grounded in advocating for others. I believe that my previous experiences both legal and non-legal, have moulded me into an innovative thinker that allow me to work in high pressure environments. My experience as a legal intern has taught me that I must always take responsibility for my work. The highest duty of care must be executed when tending to clients' needs and further working in a team has shown me that one must lead by example. I admire the variety of legal opportunities at Bryne Wallace, and I believe that I could make a significant contribution to your trainee programme.

Thank you for considering my application and I hope to hear from you.

Yours Faithfully,

Gemma Fitzgerald