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Ms. Beth Onslow,

HR Generalist,

ByrneWallace,

88 Harcourt Street,

Dublin 2

18th October 2018

**Application for Trainee Solicitor 2020**

Dear Ms Onslow,

I am writing to apply for the position of trainee solicitor with ByrneWallace starting in 2020. I attended the trainee open evening at your firm this week. I learned a lot about the work and the culture at your firm. I was grateful to have the opportunity to speak to a number of lawyers in different areas of expertise from partners to trainees and to hear about their experiences at ByrneWallace.

I am currently a final year BCL International law student in UCD interested in pursuing a career in corporate law. I have just returned from a year long legal study abroad at Utrecht University in The Netherlands, one of the top Dutch universities ranked at 74th in the world this year.

I would like to work in ByrneWallace as I have some experience in areas in which you practise. During my Summer Legal Internship this year I completed research on the Data Protection Act 2018 examining its effects in Ireland in conjunction with GDPR. I presented these findings to a team of managers and answered questions on the topic. I also helped to prepare documents for mergers and acquisitions.

I believe that I have excellent communication skills which would benefit me in my career as a solicitor. Having completed Speech and Drama to Proficiency level and having taken examinations in Public Speaking to Grade 5, I feel I am an effective communicator. Competitively debating at Secondary School level furthered my achievements in this area.

While studying abroad I decided to further develop my leadership skills by joining the Erasmus Network society and becoming a student mentor. I led a group of International students for their first semester and helped them become familiar with the new University. As an active member of UCD Student Legal Service I have developed critical clinical and negotiation skills. I have fully trained to provide legal advice at clinical sessions to the student body and have advised at these clinics on issues of tenancy law and employment law. Participating in the Negotiation competition increasing my commercial awareness, and team work skills as we had to work in teams of two. These activities both as an individual and as part of a team have developed my interpersonal skills. My fluency in French and understanding of Italian complement my communication skills.

Thank you for taking the time to read my application and I look forward to hearing from you. I can be contacted by phone or by email.

Yours sincerely,

Giselle Keenan