

Grace Callaghan,
Meenglass Schoolhouse,
Ballybofey,
Co. Donegal
Email: gracecallaghan19@gmail.com
Mobile: 0876002866

Trainee Coordinator,
Byrne Wallace LLP,
88 Harcourt Street,
Dublin 2

Date: 02/10/2023
Re: Trainee Solicitor Programme

To whom it may concern,

I am writing to express my keen interest in applying for your Trainee Programme. I have recently graduated from University of Galway, as well as being awarded with the Val O'Connor Memorial Award for the highest mark in Equity in my year. I am currently working as a Legal Assistant in Augustus Cullen Law, and studying for the remainder of my FE-1 examinations.

Byrne Wallace is a multi - award winning law firm, holding an impeccable reputation nationally and internationally. An element of this recognition is the client - centred approach of the firm, putting their clients interests first. Through working in Litigation and Medical Negligence, my work has been extremely client focused. In the vast majority of cases that I have assisted on, I was the first point of contact for clients when they walked through the door. I was also the first contact for any client queries. Through holding the same priorities and work ethic as Byrne Wallace, I believe that I would be the perfect candidate for your Trainee Programme.

Working as a Trainee is one of the most crucial stages of becoming a Solicitor, as the environment of the firm you train in shapes the Solicitor you are going to be. I want to train with the brightest legal minds, and I firmly believe that that environment exists in Byrne Wallace LLP.

Thank you in advance for taking time to consider my application. I hope that you consider me as a valid candidate for a place on your Trainee Programme. I have attached a copy of my CV for your consideration.

With Kind Regards,
Grace Callaghan