21October 2016

Traineeship Letter of Application

Dear Ms. McLoughlin,

I attended your Trainee Opening Evening on Tuesday 18th October and I left highly impressed with the strong calibre of the firm and indeed, the trainees of the firm. I strongly believe that I would fit in well with Byrne Wallace’s friendly and open culture and that my skills and experience matches what you are seeking from a trainee.

When it is broken down simply, one can see that commercial solicitors have two core roles: 1) To solve problems and 2) Having the ability to work with various groups of people on multiple projects. I have already developed these core skills to an extent and I am keen to develop them further with the nurturing training that Byrne Wallace offers. My involvement with the Student Legal Service and also my time spent interning in Ernst & Young, has provided me with practical experiences of working within various teams to overcome complex client issues. I have discovered that I very much enjoy the challenge of anticipating an issue which has not yet been identified. Byrne Wallace is a progressive firm that works on high profile engagements and it is therefore crucial to continuously impress clients with well thought out work, which is of high quality.

The area of commercial law entices me as it inherently involves a great amount of client interaction. One must understand what drives a client’s business in order to get to grips with the issue at hand. This achieved through building strong client relationships that last.

My ongoing internship in McMahon Goldrick Solicitors has proved invaluable to my long term career as it continuously shows me the significance of strong client and stakeholder relationships. I enjoy the variety of work that presents itself in today’s economy, on one hand a commercial solicitor may be dealing with mergers and acquisitions for the expansion of a business, and on the other hand one could simply be helping a business to survive by implementing strategic planning or by engaging in risk analysis.

I seek to deliver excellence and I know that this can be achieved with Byrne Wallace’s support and guidance. This was proved to me at the Trainee Open Evening when your trainees presented so well. The trainees were enthusiastic in regards to all aspects of the firm. I always value new learning opportunities, therefore I was impressed when I heard of the Learning & Development Programme that is offered to trainees and solicitors, to ensure that they are informed on matters which are relevant to the clients’ businesses. It is important to me that I receive a well-rounded training and I appreciate that trainees in your full-service firm complete rotations in four core practice areas. It is imperative to receive adequate support and feedback when venturing into new territory and the Partner Supervision that Byrne Wallace offers allows for a meaningful learning experience.

The description of the sports and social activities that are offered have really inspired me to work in the firm. It would appear that Byrne Wallace takes the idea of a good work-life balance seriously and this is very encouraging to me. I like the prospect of social activities helping colleagues to build strong friendships. I love to play social tag rugby and I am aware that this is a sporting activity that the firm regularly engages in. As mentioned earlier, I volunteered for the Student Legal Service, however since leaving college I have not had the opportunity to give back, so I would also love the opportunity of becoming involved in Byrne Wallace’s Corporate Responsibility Programme.

I appreciate that Byrne Wallace has been awarded Irish Law Firm of the Year 2016, which is one of many prestigious awards it has accumulated over a number of years. These awards demonstrate the excellence of the firm. Byrne Wallace requires trainees who can overcome an intensive and demanding workload due to a combination of high profile clients and important deadlines. This is a challenge that excites me as I strive to eventually

become both a knowledgeable and a valuable solicitor.

I would be delighted if you could kindly consider me for interview so I can prove that I am an excellent candidate for your Traineeship Programme.

Yours sincerely,

Grace Carroll