Dear Sir/Madam

My name is Grace Starrett and I am a final year Law student at University College Dublin. I am outgoing, motivated and reliable. Throughout my education and work life, I have received awards for my academic excellence, diligent attitude and optimism.

After meeting with Byrne Wallace at the UCD recruitment fair, the firm became my end goal traineeship. Many aspects of the programme align with my interests. The company’s collaborative and ambitious nature stand out to me. I believe that I would make the perfect candidate for the upcoming 2025 traineeship programme.

From a young age, I have always wanted to be a solicitor. Being set on this career path, I have adopted a diligent and ambitious attitude throughout my education. After receiving high grades throughout secondary school (600 points in the Leaving Certificate) I received an entrance scholarship to UCD. I have also carried this determination throughout college and I am currently on course to receive a first class honours degree in a Bachelors of Common Law.

My high grades in second year secured me an Erasmus position at the University of Bocconi in Milan. Albeit a challenging experience to move abroad, it was a truly enlightening experience which developed my communication and interpersonal skills. Studying law in a civil jurisdiction provided me with a new outlook on law, making it an invaluable step in my educational journey.

Throughout university, I have worked in several part-time jobs. Most recently, in the summer of 2024 I worked for ATC Language Schools as an Activity Leader. This position required me to work in a high pressure environment, where no day was the same. Through giving tours to groups of over 80 students across Ireland, I enhanced prioritisation, public speaking and leadership skills. I also gained valuable IT skills such as the workings of Microsoft Word. Working with students and colleagues from diverse cultural backgrounds enhanced my networking and interpersonal skills.

In 2023 I also gained invaluable skills in both my positions as a waitress in the Radisson Blu St Helens, and as an au pair in Italy. My time spent in both of these positions enabled me to develop many necessary legal skills. Through these jobs, I developed patience, resilience and adaptability, which I can now apply to my legal career.

I have a strong interest in public speaking, which I am developing through advocacy and mooting. In TY I entered the International Euroscola competition and won a trip to the European Parliament in Strasbourg. I am a member of the Tennis, Law and Saint Vincent de Paul Societies at UCD. I have a high level of linguistic capabilities including earning Spanish speaking awards in school and an A1 certificate in Italian.

I have always known that I want to be a solicitor and as I reach the end of my education, it is clear to me that the trainee programme at Byrne Wallace is the next step I want to take.

Yours faithfully,

Grace Starrett