

# Gregory Gannon

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ByrneWallace  
87-88 Harcourt Street  
Dublin 2

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Dear Sirs

I wish to apply for a position on the ByrneWallace 2016/2017 trainee programme as advertised on your firm's website and have enclosed my CV for your attention. In June 2013, I successfully completed a Masters in International and European Business Law at Trinity College Dublin. Moreover, I was awarded a Bachelor of Laws degree from NUI Galway in 2012 and a Bachelor of Corporate Law degree in 2011. Since then I have worked for Joseph Kane and Company Solicitors as a Legal Executive, Matheson as a Summer Intern, and more recently the Central Bank of Ireland as an Insurance Specialist. I have also sat a number of my FE-1 exams as my CV will demonstrate.

As an Insurance Specialist, I have learnt how to work as part of a team responsible for the prudential supervision of cross-border insurance undertakings. I have been trained on how to examine insurance returns and can now navigate them comfortably. I am also comfortable with reviewing documents and advising colleagues as to their relevance. As part of my role, I regularly produce documents of regulatory approval in relation to acquisitions and portfolio transfers for review by senior management. Although I work as part of a team the majority of the time, I am perfectly comfortable and capable of working independently. I am computer literate and have substantial experience with Microsoft Office from dealing with Word, Excel and PowerPoint on a daily basis.

As a Summer Intern with Matheson, I gained experience of what it's like to work in the banking department of a busy commercial law firm. During my internship, I learnt how to prioritise tasks and manage my time in the most efficient manner. I also had the opportunity to draft correspondence on behalf of the Partner and Associates, prepare documents, review facility agreements and collect title deeds under accountable trust receipt.

While working as a Legal Executive, I was exposed to working within a small practice specialising in commercial conveyancing. From my experience, I developed an ability to interact with both clients and solicitors from a wide range of backgrounds. I also had the chance to draft various documents including contracts for sale, deeds of transfer, lease, assignment and documents for registration with the Land Registry and Registry of Deeds. Furthermore, I worked as part of a cohesive team participating alongside my peers in advising and assisting clients on various conveyancing transactions.

Throughout my years at college I completed a vast array of modules focusing on commercial law. With this in mind, I maintained strong results throughout my exams and legal essays demonstrating my ability to remain consistent and motivated. Moreover my studies developed my problem solving abilities and analytical thinking and I am now able to look at a problem, identify the issues, apply my knowledge, and come to a logical conclusion. I believe these skills are easily transferable and would be of great benefit to ByrneWallace.

I would like to thank you for taking the time to consider my application and I hope to hear from you soon.

Yours sincerely

Gregory Gannon