Dublin Central Inn,

95-98 Talbot Street,

Dublin 1.

14th October 2021.

Byrne Wallace LLP,

88 Harcourt Street,

Saint Kevin’s,

Dublin 2.

Dear Sirs,

APPLICATON FOR THE ROLE OF A TRAINEE SOLICITOR.

I write to apply for the role of a Trainee Solicitor in your Law firm because I possess most of the qualities outlined in your training programme description.

Although I hold a non-graduate Bachelors Degree in Tour Operations and Hotel Management, I also obtained a UK Postgraduate Diploma Level 7 in International Commercial Law which makes me believe I am suitable for this position. I am currently laying my hands on studying more for BA Ordinary Law at a University here in Dublin on part-time basis.

I have strong academic performance. I am hardworking, resourceful, creative, a good learner and would make good use of this training in my pursuit towards having a long-term legal career.

My communication, interpersonal and computer skills are exceptionally good meaning that I will be useful to your firm in the area of work.

I have had a short-term legal work experience in the UK in a Solicitor’s firm under Immigration Law. I did also utilise my other qualifications of Diplomas in Legal Secretary to function within this period as a Legal Secretary/Paralegal. This means that I am trying my best to engage in my passion for the legal career in a gradual process.

I hope that my application will meet your criteria.

I look forward to hearing from you.

Thank you for your consideration.

Yours faithfully,

Hannah Gilberts.