






# Haseeb Ul-Haque

Data Analyst

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To

Hiring Manager  
88 Harcourt St,  
Saint Kevin's,  
Dublin.

*01 October, 2019*

Dear Hiring Manager,

I am a young law student, having completed my undergraduate in Business and Law, completed an LLM in Intellectual Property and Information Technology and currently studying for the upcoming FE1's. Having obtained a plethora of experience in many environments I wish to pursue the next step in my career by obtaining a traineeship at ByrneWallace

In my current position as a data analyst, I am analysing and interpreting high volumes of complex data, I have demonstrated comprehensive expertise in managing database programs and generating strategic reports and data analyses to propel business success. Additionally, my superior communication and time management skills allow me to excel in driving project life cycles and ensuring optimal data quality and integrity.

I have worked in numerous environments including event management and retail, the latter of which has allowed me to expound on my business knowledge. Understanding a business' objectives and needs and how it aims to achieve them is a crucial skill to which I have been exposed and I believe such a skill is crucial for solicitors. Solicitors must meet the needs and requirements of a business and to understanding the business' needs and requirements is the logical first step. My undergraduate and work experience has aided in the development of this skill, which amongst many others, I believe I can import to a work environment to good use.

On a macro level, I believe that society progresses through the advancements in business, and by extension, technology, and therefore, I am in an enviable position having completed a LLM in Intellectual Property and Information Technology.

I believe from being involved in both societies work whilst at university and volunteer work, I have gained a lot of knowledge and skills, for example – being part of a team, arranging international speakers to fly over to Ireland for keynote conferences in the convention centre and RDS, managing committees & leading events, understanding the requirements of the members of the society and assisting their needs.

That being said, I am excited to learn more about this position and demonstrate why I am a great fit for your company. I strongly believe that these skills make me an excellent candidate for this position at ByrneWallace and I hope to meet you and share more about my previous experience.

Thank you for your consideration.

Sincerely,  
Haseeb Ul-Haque

