

HELEN SPARROW

83 Grosvenor Square
Rathmines, Dublin 6

sparrowh@tcd.ie
0852400419

BYRNE WALLACE • 88 HARCOURT STREET • DUBLIN 2

October 25, 2020

Dear Sir/Madam,

I am applying for a position on the Byrne Wallace Trainee Programme.

In every aspect of my life I aim to challenge myself and my career is no exception. As a top law firm with a reputation for excellence, I believe Byrne Wallace is a workplace where I would be stimulated and challenged. Your wide range of practice areas and diverse client base is attractive to me. As an ambitious, enthusiastic and hard-working Law and German student, I am confident that I could be an asset to your firm.

I cannot write this without mentioning the last year and how it shaped me. By the end of my time in Freiburg on Erasmus, I was hugely proud of attaining first-class honours, but more important to me was my success immersing in the culture, making a great group of friends and returning to Ireland a more independent, resilient person.

Having spent significant time abroad, not only in Freiburg, but also working Summer jobs in Hamburg and Vancouver, I have gained great experience. As a waitress in Hamburg I learned a lot – not least that Germans really love football. When working in the crowded restaurant during the 2018 World Cup I would ask customers if I could get them anything. A popular response was “Ein Tor für Deutschland!” (“A goal for Germany!”). With my limited German at that stage I remember asking my manager which type of beer a “Tor” was. Needless to say, jobs like these have taught me to think on my feet and having been thrown in the deep end in an unfamiliar environment, I now know that I am able to hit the ground running no matter what situation I find myself in.

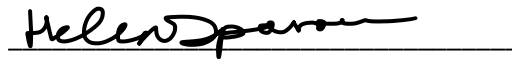
Throughout my first two years in College I worked part time in a busy city centre restaurant while maintaining consistent grades. Having worked at supervisor level in the hospitality industry I understand the importance of teamwork in a commercial environment. I am also keenly aware of the importance of maintaining positive employee relations as well as ensuring income is maximised and costs are controlled. This is underpinned by good policies and procedures. I am eager to understand better how the law and solicitors can help businesses deal with challenges and exploit opportunities.

Currently I am Secretary of Trinity's Germanic Society, effectively second in command after the Chairperson. This position requires attention to detail, especially when managing the Society's database and sending out the weekly email. It has taken resourcefulness, creativity and a positive team attitude to organise events this year despite restrictions.

From managing a service team to being elected Class Representative for two years, I am able to work collaboratively with peers and supervisors and am ready to take the lead when the situation demands. Other achievements, such as performing in the National Concert Hall and helping to run a foreign language theatre production, have given me the confidence which I believe is essential in pursuing a career in Byrne Wallace. In particular, my year in Freiburg has given me a global perspective and an appreciation of different legal jurisdictions which will stand to me as a solicitor.

I hope that you will consider my application favourably and I look forward to hearing from you.

Yours sincerely,

A handwritten signature in black ink, reading "Helen Sparrow", written over a horizontal line.

Helen Sparrow