

Byrne Wallace LLP
88 Harcourt St
Saint Kevin's
Dublin

Isobel Cullen
21 Lissadel Wood
Malahide
Co. Dublin
Tel: +353 07 3656445
Email: isobel_cullen@yahoo.ie

Re: Application for position of Trainee Solicitor.

Dear Sir/Madam,

It is with great enthusiasm that I am writing to you to apply for the position of Trainee Solicitor with Byrne Wallace LLP. I believe that my skills, experience and passion for law make me an ideal candidate for this position.

I have experience both as a Legal Intern and as a Legal Executive in busy commercial practices. My experience lies mainly within the areas of debt collection, personal insolvency, material damage claims, personal injuries claims and employment law.

In my current role as a Legal Executive, I handle a variety of District Court material damage and personal injuries files under the supervision of a Solicitor. I also assist other Solicitors in the management of their litigation files by preparing briefs, drafting proceedings such as Motions and liaising with various third-parties such as Court offices and experts in preparation for hearing. I attend Counsel at Court, and I also carry out various administrative tasks as required such as filing and closing litigation files.

I hold a Postgraduate Diploma in Law as well as an Honours Bachelor of Arts Degree from the Technological University Dublin. In each of these I achieved an award of 2.1. I have recently successfully completed all eight of the Law Society of Ireland's FE1 examinations, having passed each of these on my first attempt.

If I am fortunate enough to be selected for this position you can be assured of my commitment to hard work and appetite to learn.

I appreciate you taking the time to review and consider my application and I look forward to hearing from you.

Yours sincerely,

Isobel Cullen