Dear Manager of the Trainee Programme,

My name is Jack Forde. I am a graduate of University College Cork, where I graduated with a 2:1 degree in Law. I have attained a 2:1 in an MSc in International Law and Business from Michael Smurfit Graduate Business School. Last March I passes three FE1s, including Constitutional Law, Law of Contract, Criminal Law. I am attempting the remaining five this October. I am writing to your firm in application for a trainee position.

My legal experience combined with my third level education have cemented my desire to pursue a career in a full-service firm such as ByrneWllace. My masters presented me with the opportunity to further my legal studies, particularly in the areas of employment law, financial law and data protection & privacy law, while equally allowing me to branch into business-oriented subjects, such as Economics of Entrepreneurship. Gaining a broader understanding of contemporary issues facing law firms combined with a unique insight into the business and entrepreneurial perspectives.

Working as a legal intern, alongside barristers and solicitors, has provided me with experience undoubtedly pertinent to a traineeship position at ByrneWallace. At Daly Derham Donnolly Solicitors I witnessed first-hand the fast-paced, collegiate environment manifested within corporate full-service firms, albeit on a much smaller scale. I understand the diligence, professionalism and dedication required to thrive in this environment. This understanding would be further perfected through training at ByrneWallace.

I am an incredibly ambitious, punctual and well-organised individual. My hard-work and commitment are exhibited through my work-experience at Paradise Crepe. My interest in sport combined with my participation in group projects such as the McCann Fitzgerald Legal Hackathon has enabled me to develop invaluable interpersonal and teamwork skills, as referenced in my C.V. I believe I have the unique combination of a thorough education in commercial law and business as well as having a personality that can adapt to different working environments, evidenced by my involvement in social, academic and working groups.

ByrneWallaces ability to remain a prominent force in an everchanging landscape, the firm’s ever-growing presence and first-class training programme have been driving incentives that have drawn me to your firm. I believe my drive and career focus would be a valuable addition to the ethos of excellence fostered at ByrneWallace. I have attached my C.V. for your consideration and would like to thank you in advance for taking the time to review my application.

Yours faithfully,

Jack Forde.