Dear Sir/Madam,

I would like to apply for a contract under your Trainee development programme commencing in 2016. I enclose with this letter my CV.

I have recently completed the autumn sitting of the FE-1 examinations in October 2015, having previously secured three exams in the March sitting. I have also completed a Master’s Degree in Commercial Law (LL.M – Commercial Law) at UCD Graduate Law School and was conferred in December 2014. I have previously been conferred with an Honours LL.B in Irish Law from Dublin Business School in 2013.

I have also recently completed an Internship with Change Management section of State Street/IFDS Ireland’s Transfer Agency from June to August 2015, where I participated in the implementation of regulatory measures and gained insight into financial services law. Additionally, I completed an internship with the Legal Department at Dunnes Stores from June 2014 to August 2014, reporting to the in-house General Counsel and gaining experience in commercial law subjects such as insurance law, tort, food safety law, trademark law and European competition law.

I would like to undertake a traineeship with Byrne Wallace in light of its reputation for excellence. This reputation was enforce both by my research of the firm, which made me aware of the recent accolades the firm has received for both employment law and litigation, and my attendance of the firm’s trainee open evening where I was able to ask both trainees and solicitors about various areas covered by the firm and how their trainee experiences have been. I believe that learning from more experienced practitioners will improve my ability as a lawyer and enable me to contribute more to whichever team I am working on.

As an ambitious and hardworking law graduate I am confident that I can bring my enthusiasm and desire to learn more to the firm both as an individual and as part of a team.

I trust you will consider my application and I look forward to hearing from you in due course,

Yours sincerely,

Jack Stokes.