October 21st, 2016

Ms. Catherine Guy,

Managing Partner,

Byrne Wallace Solicitors.

Dear Ms. Guy,

My name is James Leahy and I would like to secure a training contract with your firm Byrne Wallace. I am currently in final year studying BCL(Clinical) in University College Cork. Once I have completed final year I will sit four FE1 exams in Autumn 2017 and I will sit the remaining four in Spring 2018. My objective is to be available to begin office training in Byrne Wallace in April 2018.

When I chose to study law, I chose to do so because I wanted to pursue a challenging and respected degree in which I would learn a variety of skills. I have already carried out an internship at Ronan Daly Jermyn Solicitors in Cork as part of my third year BCL(Clinical) programme. During my seven months at the firm I worked in many departments namely Commercial Property and Banking, General Litigation and Commercial Litigation. I improved on my skills such as teamwork; I was part of a team in preparing documents for a commercial litigation case in the High Court which lasted for three weeks, work ethic; I understand that a large firm comes with many demands and lots of pressure and I am willing to commit wholeheartedly to that undertaking, and my communication skills; every day I interacted with solicitors and partners through face to face, email and telephone conversations. I also engaged with clients on behalf of solicitors and I would regard my interpersonal skills as excellent.

Byrne Wallace is by far and away one of the leading Irish law firms. The main reason I want to become a trainee in Byrne Wallace is because of the large choice available to prospective solicitors once qualified. I note that Byrne Wallace was recently awarded the Irish Law Firm of the Year 2016. I admire how this firm is growing and I want to be part of this growth. I am deeply interested in the area of healthcare law and I understand that Byrne Wallace has a vast knowledge of this area. I worked very closely beside Fergal Dennehy, a partner in Ronan Daly Jermyn who heads up the healthcare department there. Fergal recently invited me along to an informed consent talk in September which was given to doctors and nurses in Cork. I had drafted the talk for Fergal.

I believe that everyone needs a form of escapism and I enjoy playing sports. I have been a member of my local GAA team since I was eight years old. I have grown up with a strong understanding of the word teamwork. Additionally, I have worked as the public relations officer of UCC’s Free Legal Advice Centre. While acting as PRO, I liaised with solicitors and public figures such as Michael Farrell and John Lonergan, inviting them to speak at our training seminars. I also enjoy the confidence that public speaking and debating bestows on me. I was part of a team of three who were runner's up in the All-Ireland Gael Linn Irish Debating Competition in 2011. As part of my duties as Ceannaire (Head Boy) in leaving cert I had to speak at school gatherings to over 800 people.

I understand that I may not come across as the ‘perfect candidate’. Please note however that I am a hardworking and ambitious individual. Although my academic performance is not at a 1H1 level what I lack in academics I make up for in hard work and determination. I have started this academic year quite well and I expect myself to perform well during my Winter and Summer examinations. I am confident in my prediction that I will finish this year with a 2H1.

To clearly show you that I am ready for any challenge, be it working until 03:00 a.m. over a contract dispute or staying in late over the weekend in prepping for court I am confident in my ability to succeed in the most adverse of situations. For example, I began working part time as a sales assistant in a Spar shop in my hometown in January of this year while I was still interning at Ronan Daly Jermyn. I would begin work on Monday morning in Ronan Daly Jermyn and finish on Friday evening before returning home to Abbeyfeale the same evening. I would then do an eight hour shift on Saturday in the shop and do a six hour shift on Sunday before getting into the car and driving to Cork on the Sunday night. Not once in 12 weeks did this effect my work. This is how I know I am a worthwhile investment.

Thank you for taking the time to read this letter. I hope that I will be successful in my application to secure an interview with your firm Byrne Wallace.

Yours sincerely,

James Leahy.