**Jeff Waldron** 

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8 October 2023

Dear Sir/Madam,

I am excited to see your firm has advertised for the position of Trainee Solicitor. As a young law graduate with already significant legal experience, I believe I would be an ideal for this role.

I am currently employed at Joynt & Crawford Solicitors, a well-established boutique law firm specialising in banking litigation, debt recovery and conveyancing. Presently, I work within the litigation department, with a team of partners, solicitors and legal executives. Through this position, I have honed my skills to a professional standard in drafting legal documents, interpersonal communication with colleagues, counsel and clients, and quick and effective problem solving. This is in extension to the skills I developed in private client matters at KOD Lyons Solicitors, a leading Human Rights firm in Ireland. I began the journey of my legal career here, where I was fortunate enough to gain significant experience in Family Law, Criminal Law and Civil Litigation matters.

Given my experience, academic achievement, and determination to succeed, I believe I would be an ideal fit for this role and would be delighted to work with your impressive firm.

Many thanks for your time and consideration.

Yours faithfully,

**Jeff Waldron**