ByrneWallace LLP

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Saint Kevin’s

Dublin 2

D02 DK18

October 15, 2024

Dear Sir/Madam,

I am delighted to be applying for a traineeship with ByrneWallace LLP. I have long admired ByrneWallace’s dedication to being a forward thinking, progressive law firm, embracing new and innovative areas of law, and embracing technology to foster a successful connection between the firm and its clients. My former employer, Novartis Ireland Ltd, has been represented by ByrneWallace, and I admire ByrneWallace’s work in the Life Sciences, Banking & Finance, Corporate and M & A sectors.

I am a current LLM International Commercial Law Student at University College Dublin, 2024 Trinity College Dublin Law and German Graduate, and FE-1 Candidate. As part of my undergraduate studies, in my third year I studied abroad at Ludwig Maximilians Universität München, where I studied Law entirely through German. Through these studies I have gained full professional proficiency in the German language and was awarded first class honours at the end of my third year. Additionally, during my second year at Trinity, I completed a Level 7 undergraduate diploma in Innovation and Entrepreneurship which has expanded my business knowledge, presentation, and teamwork skills. Moreover, I was also an active member of my university’s FLAC and have worked as a volunteer researcher on two of their Research Projects.

In conjunction to my studies, I have over 2.5 years work experience as a legal intern in Novartis Ireland and RDJ LLP. I worked as a legal intern at Novartis from June 2021 to July 2024. First working from June to September 2021, as a full-time legal intern, re-joining again from June to September 2022 full time, before becoming a part time legal intern (20 hours per week) from September 2022 to July 2024. My role included the preparation, review, edit, and finalisation of clinical trial and technical apheresis contracts both in English and dual language contracts (German, French, Italian, Spanish, Polish, Korean, and Taiwanese). In addition, I drafted, coordinated, and tracked legal agreements, updated and finalised Product Quality Reviews, and reviewed employment contracts. I collaborated with cross functional teams on many projects, gaining teamwork, research, analysis, collaboration, proactivity, and meticulous skills which will be beneficial for a law career. In addition, to my work at Novartis, I have gained further legal work experience as legal intern in the Banking and Finance Department of RDJ LLP in summer 2024. I strengthened my research and analysis skills through creating client insight sheets, and my teamwork skills through frequent cross-collaboration and customer solution mindset through shadowing client transaction closures and meetings.

Finally, I want to reiterate my admiration of your firm, and I look forward to speaking with you in more detail about this excellent opportunity. If you have any additional questions about my qualifications or experience, please contact me by email or phone at any time.

Thank you so much for your consideration.

Sincerely,

Jennifer Brennan