Jennifer Havard

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Drumcondra,

Dublin 3

ByrneWallace

88 Harcourt Street, Dublin 2,

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To whom it may concern,

I am writing to apply for a position on the esteemed Trainee Solicitor Program with Byrne Wallace commencing in 2017/2018. I am currently working as a paralegal on the Legal Projects Management Team at A&L Goodbody after previously working as a company secretary at Company Bureau where I managed a portfolio of over 500 Irish companies to ensure Company Law compliance.

Being at the forefront of important legal developments ByrneWallace presents the opportunity to work with some of the best legal minds in Ireland. ByrneWallace also has an excellent corporate responsibility program which provides numerous outreach projects which have a worthwhile and long-term impact in the community. These factors combined with numerous accolades including most recently being voted “Law Firm of the Year 2016” has influenced my decision to apply for the programme.

I have the experience and resilience needed to work for ByrneWallace as evidenced by working full-time as a restaurant and bar supervisor whilst studying law in University College Dublin with no financial assistance. I experienced first-hand that perseverance, ambition, and sacrifice are key factors in achieving your goals. I also feel I have gained valuable life lessons that sets me apart from other candidates.

Thank you for taking the time to read my application and would appreciate the opportunity to meet with you and answer any questions you might have.

Sincerely,

Jennifer Havard