Manager of the Trainee Solicitor Programme

88 Harcourt St,

Saint Kevin's,

 Dublin,

D02 DK18

24th September 2019

Dear Hiring manager,

I wish to express my sincere interest in the Byrne Wallace Trainee Solicitor Programme. I am currently a final year BCL student in University College Dublin in the Law (with History) programme. I am set to graduate in 2020 with a high 2:1 degree.

Apart from Byrne Wallace’s professional reputation and accolades, a number of qualities attract me to your firm as an ideal location for my traineeship. I am pleased to see the firm described as a “progressive firm that embraces technology”, as my limited working experience has shown me that embracing technological advances can have an incomparable effect on increasing individual efficiency and delivering the highest quality of service to clients.

The practice areas I currently have an interest in are employment law and intellectual property law both of which I am studying at present and I note Byrne Wallace’s high ranking in the Legal 500 in both areas. That said, I would consider my interests to be quite broad. I am aware that there are many practice areas I have yet to encounter and I am sure that experience will allow new passions to emerge.

I believe that I would be a good fit for the firm and contribute beneficially to any team on which I am placed. I have exceptional communication skills honed over years of debating, volunteering and retail positions. I have extensive experience working as part of a team in both an educational and professional context. Since 2016 I have had a hands-on role volunteering with the Active Citizenship department of the NGO Concern Worldwide, through which I have been involved in a number of team run projects such as workshops and debates. In the Summer of 2018, I undertook a period of voluntary placement in the organisation’s Camden Street office during which I was given a brief for developing a class resource to provide an outline and content to teachers of the Politics and Society Leaving Certificate course. I presented my completed outline to the Department head at the end of the two-week period and it was met with high praise.

I am proactive and ambitious in my approach to my legal education and career and have gained a significant amount of relevant legal work experience. I currently work one day a week in a local solicitor’s office that specialises in conveyancing and personal injury defence. I completed my second semester of third year on the Erasmus programme in the University of Vienna, which was an experience invaluable to my personal growth. However, as the semester did not begin until March 1st, I passed January and February of 2019 employed as a paralegal in LK Shields where I operated on a revolving team of four other paralegals. This position was instrumental in teaching me how a full-service commercial law firm operates and how I could work in a way that compliments and takes advantage of the hierarchical structure. Consequently, I am confident I will adapt quickly to the next corporate environment I enter.

I am intrigued by Byrne Wallace’s prominence in healthcare and life sciences sector. I find the nature of work in this area fascinating as a confluence of practice area and expertise. Instances of the firm’s recent work that caught my interest in this sector were the Health Beacon financing for its ‘Smart sharps’ bin system, and the exclusive in- licence agreement between Amryt Pharma PLC and University College Dublin regarding a non-viral gene therapy to treat Epidermolysis bullosa. I would greatly value an opportunity to learn more about this sector from a leader in the field.

I look forward to hearing from you and having the opportunity to discuss my application further.

Yours faithfully,

Jennifer Gillen