

100 Viewmount Park,
Waterford,
x91wtc2.

18th October 2020.

ByrneWallace,
88 Harcourt Street,
Dublin 2,
D02 DK18.

Re: Trainee Solicitor Programme

To whom it may concern,

I am writing to you today to apply for your trainee solicitor programme. I am currently studying for my last FE-1 examination this November, having completed my degree in Business and Law from University College Dublin in 2019. I completed university with a 2.1 honours degree.

ByrneWallace has long been of interest to me given the quality of training the firm offers and the outstanding reputation of the firm. Further, having completed a summer internship with the firm, I experienced first-hand the collaborative and supportive nature the firm implements. The commitment the firm has to their trainees is illustrated by the development programme they have in place as well as the one to one interaction you receive with an assigned partner. All of this has encouraged me to apply to the firm. I would love the opportunity to have such focused and tailored learning as well as getting to surround myself with experienced professionals who can help me progress in a culture of support and openness.

I would be a great addition to your law firm due to the transferable skills I gained as an extern in the Public Defender's Office, while on my five-month exchange in the US as well as internships in Dublin with both AMOSS Solicitors and ByrneWallace itself in 2019. I developed strong analytical skills and intercommunication skills, interacting with clients, analysing cases and attending court hearings. Additionally, time management and attention to detail were crucial given the wide-ranging tasks I was given, all with varying degrees of urgency. I want to continue to develop these skills with a progressive firm who continues to grow in an ever changing, global market, feeling that I too am growing alongside the firm.

Furthermore, I was the Clinics Co-ordinator of the UCD Student Legal Service which has developed my knowledge and appreciation for the law. Within this role, I advised students who came to us with legal queries and I also organised all the volunteers for the programme. This role required me to lead and help students but also have the ability to work as part of a team to develop the society. I was also awarded the Embark Co-Curricular Skills award which recognised the contributions I had made to the UCD community in this role.

ByrneWallace is at the forefront of being both a high achieving firm while also having an inclusive environment that supports their employees. Through my substantial legal experience and excellent academic record, I feel I would be capable for this challenging, fast paced programme given my enthusiasm, drive and ability to thrive in new environments. I look forward to hearing from you.

Yours faithfully,
Jessica Dunphy.