John Hamilton

+353 851284488

John.hamilton3@mail.dcu.ie

Dear Sir/ Madam,

I would like to apply for your advertised Training Contract. I have completed a BCL degree in Dublin City University where I received a 2:1 degree and in which I finished in the top 15 of my class. I am currently in the progress of sitting my FE1 examinations, I have one remaining after passing 7 already.

I am currently working a Paralegal in A&L Goodbody having Previously worked in AMOSS in the Commercial Real Estate department and in the Banking and Financial services department. Throughout my time, I have received a great insight into the legal world while undertaking many vital roles to help both the company and the clients.

I believe I can bring skills I have learned forward to Byrne Wallace such as;

- 1. Excellent typing skills with attention to detail;
- 2. Excellent organisational skills; and
- 3. Excellent communication skills to deal with clients and staff.

Apart from my experience and degree, I am an outgoing and sporty individual. I have played rugby for years for both Newbridge Rugby Club and Newbridge College. I am currently an active member of the Royal Curragh Golf Club.

I would like to be part of the team at Byrne Wallace as it is evident that they are a company which are continuing to grow while still having an emphasis on the importance their staff and the retention of those staff members.

I am a Graduate from DCU, however, I think the main reason I would be a good fit is that although grades are important I think communication and social skills are just as necessary while working in a firm. When strenuous situations come you need to be able to communicate and get through it with your colleagues and communication and interaction while getting the work done to the best of ability is something I pride myself on.

I believe I would be a good fit for your role and I hope to hear from you soon.

Yours sincerely,

John Hamilton