Braganstown,

 Castlebellingham,

 Co. Louth.

 20*th October 2016*

**By Email**

Beth Onslow,

Byrne Wallace Solicitors,

88 Harcourt Street,

Dublin 2.

 **Re: Traineeship Application**

Dear Beth,

I enclose my application for a traineeship with Byrne Wallace. I have just sat my first four FE-1 exams, the results of which will be available in the coming weeks. I plan on completing the remaining four FE-1 exams in March 2017. I graduated with a 2:1 Bachelor of Civil Law with French Law from University College Dublin in 2014 and in 2015, I obtained a masters degree in International and EU Business Law from Trinity College Dublin.

Having completed my masters degree, I secured a graduate role as a financial planning analyst with Davy and worked there until June 2016, when I commenced my full-time studies for my FE-1 exams. I took up the role with Davy as I had an interest in finance and while I gained invaluable experience in this role, I concluded a career in law was my preferred career. I really enjoyed working in a large professional services firm and benefited from the training provided by the firm to all new recruits. I learned a number of skills that I am confident will stand to me as I embark on a career as a solicitor, including presentation skills, client engagement skills and research skills. As a junior member of the financial planning team, I also learned the importance of teamwork in the professional services environment and of not being shy about seeking guidance from your colleagues.

As I believe my CV demonstrates, I have a strong academic background. I am also fluent in French, having spent the third year of my undergraduate degree on Erasmus studying at the University of Toulouse. This proved to be a challenging but very rewarding experience. Aside from improving my French, I also got to travel across Europe and meet new people from a variety of backgrounds and countries.

I have spent some time researching the firms to which I have decided to apply for a traineeship. Byrne Wallace is top of my list as, not only is it an award winning law firm, it also has a reputation as an excellent firm to train and work in. I get the sense that the firm seeks to hire the best graduates and then invests in them, not only in providing practical training but also in the work they are exposed to. I am particularly attracted to the fact that you openly publish that trainees are assigned a partner at the outset of each rotation in order to monitor their progress and ultimately maximise their potential. The fact that busy partners are specifically tasked with supervising trainees demonstrates the firm’s commitment to its trainee programme. I am confident that if I secured a traineeship with Byrne Wallace, I would receive excellent training, learn from some of Ireland’s leading lawyers and also be exposed to top quality clients.

I hope you will consider my application favourably and that I will have the opportunity to meet you in person to learn more about the firm and to discuss my CV in greater detail.

I look forward to hearing from you.

Yours sincerely,

Judith Brennan.