30 Newlands Manor Park,

Clondalkin,

Ireland,

D22NX30

Dear Sir/Madam,

I am writing to apply for the Traineeship. Please find a copy of my résumé enclosed for your perusal, which describes my academic and professional experiences to date.

Allow me to give a summary of my experience, I attended Griffith College Dublin where I completed the Law course and obtained a second class honours degree in Law where I studied Criminal law, Criminology, Evidence, and Administrative law as my electives. I completed three internships at small law firms to gain experience; from here I immediately began a one-year unpaid internship with the Legal Aid Board in the Medical Negligence Department.

During my year here, I worked hundreds of cases. I also began helping with the overflow from the criminal legal aid unit and assisted in ten cases ranging from assault, sexual offences, syringe offences and offences against children.

After I completed my year here, I obtained an internship with Hayes Solicitors on the Healthcare team and completed it in December 2015.

In March 2016, I began working in Belgard Solicitors in Debt Recovery where I remained for three years as a Debt Recovery legal executive. I am trained in Anti fraud and Money Laundering techniques, during this three year period I began a part-time masers course at Maynooth University in International Business law and specialized in Information Privacy Law and Information Technology law along with Foreign Investment law and World Trade law .

In 2019 I began working in Start Mortgages on a twelve-month contract and after completing the contract began working for KBC Bank as a paralegal, Unfortunately, due to Covid19 the team I was working on was disbanded.

Please find enclosed a copy of my resume for your perusal, should you wish to contact me, please do not hesitate to do so. My phone number is 0861234982.

Yours Sincerely,

Keith McGrath