

Kelly Lynch

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Dear Ms. Murray,

I am writing as an expression of my interest in a training contract with ByrneWallace. As I was preparing my application and this letter, I noticed the Irish Legal News article recognising your ranking as one of Ireland's leading law firms in the private rented sector and build-to-rent sector. I thought this was really exciting and demonstrates the firm's position at the forefront of the real estate sector, illustrating important progress for the firm in market-leading transactions and the ability of multiple teams and departments to work seamlessly together. Hopefully this letter will help your team build a comprehensive understanding of my profile.

I am confident that I meet all of the criteria required for the role. During the last five years, I have learned a great deal about providing high level legal research and administrative support to busy and growing teams. I thrive when working as part of a group whilst also having the confidence to work independently on my own initiative. Your team is likely to notice that, to date, my work experience has been primarily centred on the administrative work required in the running of a law firm. Upon joining Pinsent Masons, there was no Corporate Department trainee or paralegal and no Corporate Secretarial department. During my time in the department, I supported the Corporate team in this regard, including being responsible for CRO filings, preparing of closing documents and preparation of completion bibles.

I have worked in a busy general practice firm and a large international law firm in both the Corporate and IP Litigation departments, as well as my time with ByrneWallace. This wide-ranging experience and ability to adapt and operate quickly and confidently in new and unfamiliar environments makes me the ideal candidate for a trainee solicitor role with ByrneWallace, being able to assertively support teams across different departments. My strong corporate and legal executive experience is ideally placed for a trainee solicitor role. I trust that my enclosed CV will provide you with further details regarding my experience and ability, demonstrating my top level organisational and communication skills, as well as my ability to prioritise independently and multitask effectively whilst maintaining strong attention to detail.

I am in the process of sitting my FE-1 exams currently, with the intention of securing a traineeship in order to attend Blackhall Place in December 2021 for the hybrid course or September 2022 for the standard course. I have passed three of the eight exams and am registered to sit a fourth this November.

Thank you for taking the time to consider my application, and I hope that you recognise my significant potential and suitability for the role of Trainee Solicitor with ByrneWallace. Please do not hesitate to contact me with any further queries that you may have.

Kind Regards

Kelly Lynch