**KEVIN HARTY**

A: 70 Hazel Park, Newcastle, Galway city, Co Galway.

T: 087 363 3353 E: kevinthartyd@gmail.com

18th of October 2018,

Byrne Wallace

88 Harcourt Street,

Dublin 2,

D02 DK18,

Dear Sir/Madam,

My name is Kevin Harty, I am writing to express my interest in the Trainee Programme provided by Byrne Wallace solicitors. Please find my CV attached with further information of my academic and work history.

I completed my undergraduate degree in Corporate Law in NUI Galway in which I received a 2.1 Honours Degree. Following this I completed my LLB degree in the same institution receiving a high 2.1 grade in my degree. I received the 4th highest grade in my undergraduate out of a class of 42 students & the 7th highest grade in my postgraduate out of a class of 50. During my LLB while acting on my own initiative, I began a full-time job as a legal assistant at Sheehan & Company Solicitors Galway. While my roles were wide and diverse, I primarily worked in Family, Criminal, Employment and Conveyancing matters. I learned key organisational, planning and time management skills. I also learned how to develop good business and client relationships, talking to both clients and solicitors daily and meeting with clients on a one to one basis. I also worked as a researcher for NUI Galway editing a former lecturer of mine’s book. This position helped me develop strong analytical and research skills that I believe will be invaluable to me in my future legal career. I passed four of my FE1 exams in March 2018. I sat the remaining exams in October 2018 of which I am currently waiting on the results.

I am applying to your Trainee Programme for a number of reasons. Firstly, the possibility of working and learning from a highly credited well-respected professional outfit such as Byrne Wallace solicitors excites me. I am an ambitious and hard-working individual and I feel that Byrne Wallace is a firm in which I could reach my ambitions and even surpass them. I also believe that the training I would receive at Byrne Wallace solicitors would be second to none and would be invaluable to me in my career development.

I am passionate about the law and I have a keen interest in working in a Commercial firm. I believe that my academic achievements as well as the skillset I have acquired through the number of different jobs I have held makes me a strong candidate for this position. I believe I have the confidence, enthusiasm and determination to succeed in this position. As a Trainee I would endeavour to become a highly skilled and successful solicitor and use these skills for the benefit of Byrne Wallace.

I would like to thank you for taking into consideration my application and I look forward to hearing from you in the near future.

Yours sincerely,

Kevin Harty