

20th October 2016

Re: Application for Traineeship

Dear Sirs,

I wish to apply for the role of Legal Trainee.

My academic background includes a 540 point Leaving Certificate which measured as a top three percent finish in the State. This was followed by a four year degree in Human Genetics at Trinity College. While I have made a professional decision not to pursue a career in the science field, my experience at Trinity College was invaluable in terms of personal growth and education.

After university, and while contemplating my future career, I spent some time working in JPA Brenson Lawlor, a progressive and business focussed firm which offers a diverse range of services including accounting, taxation and business advisory. During my time there, I gained exposure in an office environment while learning a considerable amount in the area of taxation. My duties as a tax trainee were focused mainly in the area of tax compliance which included the preparation of the tax file and submission of the relevant returns to Revenue. I specialised in the area of Income Tax and Corporation Tax but also had exposure to VAT and Capital Gains Tax.

Following my time at JPA Brenson Lawlor, I completed an internship at AMOSS Solicitors. My experience included attending court, delivering summonses, file management for commercial court cases and reviewing and scheduling title deeds and security documentation. My experience at AMOSS Solicitors assured me that pursuing a career in law was the correct path for me.

I have recently completed my second internship at Moran and Ryan Solicitors where I gained some invaluable experience. My role as an intern included preparation of booklets for counsel, dealing with probate matters, drafting various documents including separation agreements and power of attorneys, filing documents at the Central, Circuit and District Court offices, phoning clients on various issues, research into Licencing law and organising documents for the Personal Injury Board.

I have passed four FE1s which include Company Law, Equity, Criminal and Contract Law and I am currently awaiting results from the Tort and Property examinations. I plan to sit the remainder at the next sitting.

Having grown up in a business orientated family, I am acutely aware of the commercial marketplace and the importance of good commercial decisions. I am a rational thinker and solution focussed. I am a self-starter with a *can-do* attitude and a natural enthusiasm.

I believe that my academic background together with my time spent in both a law firm and a financial services firm, combined with high levels of professionalism, dedication, efficiency and drive would make me an effective and profitable member of your team.

Thank you for considering my application and I look forward to hearing from you.

Yours faithfully

Kevin Nestor