Kevin O’Keeffe

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Dear Ms Beth Onslow,

I am writing in relation to the traineeships which have been advertised by ByrneWallace. The opportunity to be a part of one of Ireland’s most prestigious law firms appeals greatly to me. Most importantly, the possibility of working alongside leading practitioners who share my own values of hard work, integrity and ambition for growth is an extremely attractive proposition which will enable me to establish a successful legal career.

My personal record demonstrates the necessary criteria required for success in commercial law. Consistent academic excellence, outstanding relationship and time management skills, relevant experience, leadership qualities and a constant desire to learn, are all factors which make me an excellent candidate for a traineeship with ByrneWallace.

I have obtained crucial experience in some of Ireland’s other leading corporate law firms such as RDJ Glynn and A&L Goodbody. Moreover, I have absorbed the values and principles of international commercial success at Procter and Gamble. These experiences will allow me to hit the ground running and immediately make a positive and meaningful impact at ByrneWallace.

I am confident that I have what it takes to succeed at the highest level. Simultaneously, raising a young family, working full-time, successfully completing FE1 examinations and attaining a Diploma in Corporate Fraud is something very few people can achieve. These unique challenges have given me the necessary acumen and commitment that is required to succeed with ByrneWallace. I am ready to succeed. A career supported by the calibre, culture and quality of ByrneWallace is the epitome of everything that I have worked for.

I respectfully thank you in advance for taking the time to consider my application. I look forward to hearing from you.

Yours sincerely,

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Kevin O’Keeffe

Enclosed: Summary CV