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To Whom It May Concern,

I am a recent law graduand of Trinity College Dublin and I am writing to you to apply for a position in ByrneWallace's Trainee Programme. I believe that I possess the characteristics and personality you are looking for in a trainee and that the programme would allow me to gain invaluable experience in a leading law firm, all while allowing me to further my ambitions of becoming a solicitor.

I am a hard-working, self motivated and enthusiastic individual who will graduate with a II.1 honours degree in November 2015. What motivates me is the challenge of becoming a lawyer and the prospect of working in a competitive and dynamic environment, such as that of ByrneWallace. I am cognisant that the role of a lawyer requires diligence, resilience, organisation and an ability to work under pressure – traits which I feel I am endowed with. Through my previous experience I have gained and developed valuable interpersonal skills such as effective communication, team leadership and time management. I have realised the importance of mutual respect and shared commitment when working in a team, and the need for evaluation and feedback in order to overcome challenges and achieve results in a client focussed environment. I have learnt not only to cope in high pressure situations but to be adaptable in order to effectively achieve results.

I am eager to further my legal career in a leading commercial law firm, with people of a high level of expertise. ByrneWallace appeals to me for a number of reasons. The firm's continuous loyalty in building long term relationships with those who work in the firm, coupled with your client focussed and business oriented approach, are significant draws for me as a potential employee. Speaking to current trainees at the open evening last year, I was told about the friendly atmosphere and great opportunities that ByrneWallace has to offer. I was informed of the firm's dedication in fostering continuous learning and the development of knowledge and skills, an attribute which has only cemented my eagerness to become part of this firm and benefit under it's trainee programme.

In relation to my academic record, in first and second year I struggled to balance work and college academics, which my results are a reflection of. It was for this reason that I, after consultation with my tutor, made the decision to go "off-books" for the year 2012/2013 so that I could work and save enough money to support myself financially through my final two years of college. This in turn would allow me to work less, giving me more time to concentrate on my academics which was evidential after returning to college in 2013 and subsequently achieving a II.1 grade in my final two years of university.

The skills I have obtained and developed during my legal and non-legal work experience are skills which are transferrable to a career in commercial law and I believe that the trainee programme would allow me to continue to realise my full potential.

I would like to take this opportunity to extend my thanks in advance for taking the time to consider my application and look forward to hearing from you.

Yours Sincerely,

Kim McGrane