Laura Croke

14 Friarstown Park,

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**Trainee Application**

To whom it may concern,

I am writing to apply for the Traineeship as currently advertised on your website.

I am currently employed as a Paralegal/Future Trainee in Augustus Cullen Law, in the Child and Family Law Department for Geraldine Keehan, Partner. I am heavily involved in all areas of the Department including Child Care Law, Adoption Law, Assisted Human Reproduction, Private Family Law and Wardship. Although I have thoroughly enjoyed my time at Augustus Cullen Law which has provided me with invaluable, practical experience which that has cemented my desire to work as a solicitor in private practice, I have discovered that Child and Family Law is not the sole legal area that I want to pursue a career in. My work in ACL has provided me with several opportunities to work on cases involving Employment Law, General Litigation and Personal Injury Litigation. These cases peaked my interest and led me to make the decision that I want to transfer to a large law firm, where I would have the opportunity to experience and practice in numerous areas of law. I would thoroughly welcome an opportunity to work as a Trainee in Byrne Wallace as it is a dynamic firm that practices in wide and diverse areas of law, many of which I am hugely interested in. Also, the fact that Byrne Wallace is currently in the process of becoming an open-plan office is hugely attractive to me. Not only is it conducive to promoting teamwork, it also demonstrates the approachable manner Byrne Wallace takes in teaching its Trainees. I think this is invaluable in Trainees developing and learning as much as they can possibly can.

My work in ACL has allowed me to develop my inter-personal skills through dealing with clients on a daily basis, especially by attending client Consultations. My legal research and administrative skills have also improved immensely through the administrative work and research I am tasked with.

Whilst studying for my Masters, I was employed part time as an intern in Keith Flynn & Co. Solicitors in Cork. During my internship I focused mainly on Litigation, Clinical Negligence and Property Law. The key skill I gained during this time was becoming familiar with the various legal documents in the above areas of law, through preparing Briefs for Counsel and preparing legal documents for Hearings. I also worked as a legal assistant in Bio-Medical Research where I gained experience in working on Personal Injury Claims.

My legal work experiences as well as my time spent as an intern in the European Parliament and as a legal researcher for both the Family Law Clinic and Child Law Clinic in UCC have provided me with the necessary legal research skills, organisational skills, inter-personal skills and communication skills that I believe are prerequisites to working as part of your team in such an established law firm.

Having studied law at a Masters level, I have gained the necessary written skills that are required of anyone working in the legal profession. This is demonstrated by the fact that I am published in two legal academic journals and co-wrote a piece on ‘The Relationship between Solicitor and Counsel’ in the Family Law Handbook 2016.

For further information on my work experience, achievements and skills please see my CV which I have enclosed. I feel I have the necessary skills and attributes to make a very positive contribution to your team and would welcome the opportunity to discuss this with you in more detail.

I look forward to hearing from you.

Yours sincerely,

Laura Croke