30 Clanmawr

Corbawn Lane

Shankill

Co Dublin

23/10/16

**Mob** 086 2291585

**Email:** lcmkirwan@gmail.com

88 Harcourt Street,

Dublin 2,

D02 DK18

Dear Sir / Madam

I would like to apply for a Trainee Solicitor Contract at ByrneWallace for the 2020 intake.

I am in Fourth Year UCD studying Business & Law and at the UCD Law Fair on 4th October, I discussed at length the Training Contract with one of your HR team.

I have a friendly, professional and efficient manner and have lots of experience dealing with the public. My strengths are dealing with people, working on my own initiative and handling any difficult situations which may arise.

My strong work ethic and flexible attitude make me an ideal candidate to work at ByrneWallace as a Trainee Solicitor for the 2020 intake. My work experience and the voluntary activities I have undertaken have given me the ability to both work well as part of a team.

I have taken part in a variety of voluntary activities, including working as Assistant Instructor at the Shankill School of Tae Kwon Do, and Ard Cinnire (Senior Leader) with the Irish college Spleodar (I am fluent in Irish).

I enclose my CV.

I look forward to exploring options with you at an interview in the near future

Yours faithfully

**Laura Kirwan**