

Lauren Heffernan

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Beth Onslow

HR Generalist
88 Harcourt Street
Dublin 2
D02 DK18

18 October 2018

Application for Traineeship

Dear Ms Onslow,

My name is Lauren Heffernan and I am writing to apply for a Traineeship position with ByrneWallace for the year 2020.

I graduated from the University of Limerick's LLB Law Plus course with a 2.1 Honours in August 2017. Since that time, I have passed my FE1 Exams and worked full-time as a legal secretary and paralegal in Power Solicitors, a boutique medical negligence practice in Limerick. After researching the firm, I believe a traineeship with ByrneWallace Solicitors is the right choice for me and more importantly that my past experiences and my energetic, commercially aware and detail-oriented approach make me the ideal candidate for your firm.

I hope to obtain a Traineeship with ByrneWallace because unlike other large law firms, each of its individual departments deals with a range of issues and isn't overly specialised in any one niche area. As an applicant, this is of incredible value because trainees at ByrneWallace experience great exposure to a broad spectrum of the law during each rotation. Also, unlike other firms, ByrneWallace's interview process contains a presentation, which uniquely allows potential trainees demonstrate the key skills necessary to be a commercial solicitor. From reading the different trainee stories on the ByrneWallace website, I was impressed by the firm's strong educational culture and by the amount of freedom, responsibility and the wide variety of work available to trainees from the outset of their Traineeship. From my research, I understand that ByrneWallace invests in each individual trainee so that they get the very best out of their Traineeship.

As well as the high-praise ByrneWallace receives nationally, it is also internationally recognised as being the only top-ten Irish law firm to be awarded the Lexcel 'quality mark of excellence' for the fourth consecutive year. This is exactly the kind of innovative, collegial atmosphere in which I would hope to begin my legal career.

Throughout my life I have been involved in sport, debating and volunteer work. I believe this drive and motivation can be best utilised in Byrne Wallace. While at A&L Goodbody, I quickly learned the importance of having a keen eye for detail. I often proofread contracts and compared folders going to court to ensure they were identical, and the meticulousness with which I approach my work was noted as a key strength by the Partner in my final review. In Power Solicitors, I was given responsibility for the preparation of a number of cases for trial. I would monitor each cases' progress and take the initiative to, for example, chase up a hospital for our client's medical records.

Throughout my time in University, whether it was through debating or my electives in Intellectual Property Law or the EU Economic Environment, it paid dividends to be aware of both Irish and international current affairs. This interest became concentrated on the legal and business industries while I was working in commercial law firms where I was tasked with keeping the teams up to date on disputes and developments. During these experiences, I have shown thoroughness, precision and commercial awareness, key attributes for a trainee at ByrneWallace.

I hope that through my application I have been able to display a small part of my personality and what I believe I can bring to ByrneWallace. Thank you for your time and consideration.

I am available via email and telephone for any questions you might have regarding my application.

Yours sincerely,

Lauren Heffernan