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Ciara Loftus

HR Manager

ByrneWallace LLP

88 Harcourt Street, Dublin 2

26th September 2021

Dear Ms. Loftus,

My name is Lisa Owens, and I am currently undertaking a Masters in Common Law at University College Dublin. I graduated from my undergraduate degree BA History with a GPA of 3.66 in 2020.

Throughout the past year:

* I achieved a GPA of 3.63 in my Masters studies.
* I completed a six-week internship in Cahir O’Higgins & Company Solicitors. I attended court on a daily basis and worked alongside the senior solicitors at the firm.
* I featured in the UCD Student Legal Service Weekly Newsletter having written a case note on *Aberken Limited Trading as Sinnotts v FBD Insurance PLC*.
* I have been selected to work part-time as a paralegal alongside my studies in a General Practice in Dublin that specialises in commercial law. Barry O’Donnell Solicitors, Dublin.

Byrne Wallace encourages their employees to be innovative and creative. Having spoken to previous trainees at virtual fairs, I appreciate that the firm wants someone who will work well as part of a team and has a strong commercial acumen. I would thrive in the environment that Byrne Wallace provides and would enjoy having the opportunity to work with the firm in the various practice areas. Moreover, I believe the opportunity to learn from top professionals if appointed as a trainee would give me an invaluable experience.

Working with Byrne Wallace would allow me to gain an experience in areas that I have not yet had the opportunity to study such as Corporate Crime or Commercial Litigation. I would like the opportunity to use my problem-solving skills to work on real-world tangible issues which underpin commercial life in Ireland. As a result of studying history for my undergraduate degree, I have a strong apprehension of current affairs.

I have excellent time-management skills as I have balanced my academic studies with a part-time job, sport, and extra-curricular activities. I am a highly driven person and I work diligently to ensure any task I undertake will be completed to an optimal standard. My academic results and success in many co-curricular areas demonstrate this.

I challenge myself by putting myself forward for elected positions such as a Committee Member of the History Society, taking part in debating competitions, and by opting to begin a Masters in Common Law amidst a global pandemic. I value working with others and regard myself as a team player. I am personable, and I work well with others as evidenced by my work in UCD History Society, the UCD Student Legal Service, and my work during my internship and part-time job.

I developed my communication skills at my part-time job in Bistro Ragazzi and during my internship in a criminal law firm. Success in commercial law depends on strong client relationships and I believe my proficiency in this area sets me apart as an ideal candidate. My work with UCD History Society required me to liaise with people from all walks of life on a professional level including lecturers, company sponsors and event organisers.

As a result of the COVID-19 pandemic, I had to adapt the way in which I learn. I used my time to focus on my studies and get more involved in UCD. I was determined not to let the pandemic cease my productivity and gained lifelong friends over zoom. I hope the skills that I can contribute to Byrne Wallace as well as the ambition I have to work in commercial law, will persuade you to consider me for your traineeship programme.

If you have any further questions, please do not hesitate to contact me. Thank you for your time and consideration.

Kind Regards,

Lisa Owens