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Application letter for the Trainee Solicitor Programme in ByrneWallace.

I would like to apply for the position of trainee solicitor within your firm. I am currently completing my final year of a Law degree with Maynooth university and ByrneWallace has stood out, in my mind, as somewhere that will guide me to my chosen career. The strong support structure, which was evident at the recent opening evening event, will help me become a solicitor that values excellence, progression, integrity and teamwork; all of which resonate strongly with me. Furthermore, the opportunity to work as a trainee solicitor within ByrneWallace is something I am very excited about, because I feel only ByrneWallace, manage to deliver a positive and supportive, open door policy to its trainees, which was evident from talking with the current trainees at the open evening event.

As you will see from my Job History most of my work experience is in retail, which is a fast paced & challenging environment. This environment has developed me consistently, and has taught me a great many skills both professionally and personally by growing my interpersonal skills. At times the roles I have held have also pushed me out of my comfort zone and made me a more confident and self-aware individual who tries to consider the whole picture in most situations and who sets goals and strives to achieve them. During my career I have developed a friendly and approachable professional persona which I feel is important when working with colleagues within a team, and dealing with clients or customers. This has then enabled me to establish friendships and build a rapport with customers and colleagues alike. I also enjoyed my two week internship with KOD Lyons, although brief I learned that fast pace environment and motivation of the team left me with a very positive impression of the hard work and skill that goes into being a solicitor.

I have dealt with difficult and complicated issues across the spectrum of retail whether it is staff performance, disciplinary issues or logistics. I enjoy working out issues and would class problem-solving as one of my strengths. Over the years I have learned a lot of skills and gained discipline and a strong work ethic which I feel is essential in any working environment and I have seen reflected within your firm. I have also learnt that people are the backbone of any workplace and being able to communicate and support one another is crucial to the success of any workplace as well as any working relationship. If I have learned any one thing over my working career, it is that it does not matter what you know, or how good you are at your job, if you have not got the support of your colleagues or are unable to motivate or communicate with others effectively all your endeavours will struggle.

I feel I have achieved some success in my life and have been lucky to have had great support from two well established companies. I returned to live in Ireland from the UK in 2002 and began working. I moved up quite quickly because of the support and training Boots provided. When I then joined Mothercare, I felt it was a perfect fit because it had a close-knit team and was an opportunity to build my skillset. I made the decision to return to College to gain a degree after working for Mothercare for seven years, and the company has been nothing but supportive about my decision, and even created a weekend role for me as sales manager. During the summer I cover as a manager for maternity or summer leave and remain still integrated somewhat in the company. An example of this is, I recently completed the 2017 women’s mini marathon, in conjunction with the team at Mothercare and make a wish foundation.

On a personal level, I have a drive to be successful in whatever I do, and I take feedback both positive and negative as tools to help me improve the areas I fall down in. I also believe that building relationships both in work and personal lives is essential to a healthy and supportive life and aim to work at these daily and have some fun along the way. I have friends both here and in the UK, whom I have had adventures, in Thailand, New York and Australia with, but I am most at home here, when am out walking my dogs.

Finally, I believe any setbacks I have, or have had, are learning experiences that prepare me for the next stage and I look forward to the next stage of my career and feel that only ByrneWallace can provide the environment, supports and learning experience that I am looking for.

Yours sincerely

Lynn Burtenshaw