Byrne Wallace,  
88 Harcourt St,  
Dublin 2 12th October 2024

Re: Traineeship Application

Dear Sirs,

I am seeking an opportunity as a trainee with Byrne Wallace. After a decade working in international aid, I’m eager to transition back into law, where I started my career.

I want to work as a trainee at Byrne Wallace because of its reputation as one of Ireland's leading full-service law firms, offering a diverse range of practice areas. As the only top ten law firm in Ireland with Lexcel accreditation and having been recognised for advising on three Finance Dublin Deals of the Year 2024, I am confident that I would be joining a firm with the highest standards. The firm’s focus on innovation, sustainability, and client service aligns with my professional aspirations.

I believe that my global experience has provided me with resilience and skills required to manage complex tasks and work under pressure. These are essential to the role of solicitor.

I have been in various positions of leadership, which have required me to develop excellent team management skills, have sound ethical judgment and integrity and become a skilled project manager. I have also developed commercial skills, which include developing business models and negotiating deals with donors.

My previous experience as a Legal Cost Accountant required me to forensically assessing solicitors’ files and Counsels’ Briefs to prepare detailed bills of costs to reflect this work. I developed an intimate understanding of how solicitors and counsel conduct their business, by examining the life cycle of the files. I worked on files from various areas of law such personal injuries, professional negligence, family law, conveyancing, probate and judicial reviews.

I was also required to engage in contentious work on behalf of clients. I gained significant experience of negotiating with solicitors. When this could not be achieved, I would bring the matters before the Taxing Master (now Legal Costs Adjudicators) or County Registrar and represent the clients. This required excellent communication, interpersonal and advocacy skills, which I believe are directly transferrable to those required of a corporate solicitor.

I look forward to hearing from you to discuss my suitability for the role.

Yours sincerely,

Mark Johnson