

# Mark McElwaine

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## Byrne Wallace

Emily Murray  
88 Harcourt Street  
Dublin 2  
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29/10/2020

### Ref: Trainee Application

Dear Ms. Murray,

My name is Mark McElwaine and I am writing today to formally submit my application for Byrne Wallace's Trainee position. I entered Law as a Mature Student by first enrolling in the UCD Access to Education programme in 2013. I completed this one year course with a Distinction (Level 6, Special Purpose Award) and gained direct entry into UCD's Undergraduate Law Programme. In 2018, I graduated from this Degree programme and was awarded with a Second Class Honours – Grade 1.

During my time in UCD, I was accepted for two internships in the Workplace Relations Commission (WRC), which occurred during an exciting time period, as the WRC were in the beginning stages of operation. After graduation, I was hired by A&L Goodbody as a Legal Review Analyst in the Litigation Department. It was during these internships and my corporate experience that my interest in working as a solicitor was cemented.

I was assigned the lead Legal Review Analyst in a long term, big client contract, where I was the main point of contact for the team of over 15 Legal Review Analysts on this matter. This freed up our senior management to focus on other tasks. Coordinating tasks has improved my communication, teamwork and management skills to a high level. Many of my tasks and responsibilities were above my role, which I performed at a high level, exceeding expectations.

My previous role, with all its challenges, has prepared me for any multiples of situations that can potentially arise on a day to day basis. I have learned to work with a large degree of flexibility, as our work was assigned as a needs to do basis. Given this work flow, I have worked closely with the senior legal teams in order to reach our end goals.

I have recently completed all FE1 examinations within three sittings, while I performed my full time duties in my current job. My experience in A&L Goodbody has been invaluable but at this point I am looking for a more complex and challenging position as a trainee solicitor and to progress my career.

I know that Byrne Wallace is a leading Irish firm with recognition from Chambers Europe. Byrne Wallace's employment team is known as the home of employment law, which is of real interest to me. The training programme also offers a blended learning experience. I am particularly interested in the placements as I believe, exposure to more areas of law, will lead to becoming a better lawyer. I am seeking a challenging and practical training experience where I can really push myself and ensure I come out of the traineeship with the tools needed to become a strong solicitor. I believe I can obtain this type of training at Byrne Wallace.

Thank you for your time and I look forward to hearing from you.

Yours Sincerely,

Mark McElwaine