**Mark O’Connor**

**BA (Hons) Law & Accounting Graduate (UL)**

***Letter of Introduction***

Byrne Wallace Solicitors,

88 Harcourt Street,

Dublin 2

**Re: Trainee Solicitor Programme**

Date: 18th October 2017

Dear Sir/Madam,

I would like to submit an application in relation to your current ***Trainee Solicitor*** programme. I would greatly welcome the opportunity to work in a highly respected firm like Byrne Wallace, that holds such a tradition of delivering consistently excellent legal advice. I feel that I have the level of academic knowledge, professional experience and enthusiasm required to fulfil this role, and believe that I could make a positive addition to your already successful team.

In 2017, I successfully graduated from the *University of Limerick* with a BA in Law and Accounting – where I gained comprehensive theoretical knowledge in a variety of areas including; Company, Constitutional, Land, Equity, Criminal & Commercial Law. During my time in *UL*, I was also an active member of the *UL Law Society*. I am immensely passionate about a future in Law and as you will see from my CV, I have made a conscientious effort to increase both my knowledge and practical experience within the sector, through successfully undertaking numerous work experience placements & internships over the last 6 years – the most recent of which was with *Harrison O’Dowd Solicitors* in Limerick.

My other passion outside of Law, is sport. Over the years, I have played with *Garryowen FC* and have also played as part of the team that won the *Munster Schools Junior Cup* – an experience that has not only helped me to develop strong team building and leadership skills, but also solid organisational, interpersonal and commitment skills. I am a strong believer in continual self-development and am more than willing to undertake any training required to allow me to carry out this role to the best of my ability. I have also sat my first four FE1 examinations and I am awaiting the results.

Greater details of my accomplishments and achievements can be found in my attached CV. I thank you for the time you have taken to consider my application and I eagerly look forward to hearing from you so that we might discuss this position in greater detail - I can assure you, you will not find a more dedicated, enthusiastic and reliable person for the job.

Yours sincerely,

Mark O’Connor

+353 87 4193141

markoconnorfour@gmail.com