19th October 2016

Ms Beth Onslow

HR Administrator

ByrneWallace

88 Harcourt Street

Dublin 2

Dear Ms Onslow,

I wish to apply for a traineeship with ByrneWallace.

I am at present in my second year of the two year Masters in Common Law (MCL) at UCD. I also hold a B.A (International) in French, Politics and International Relations from UCD. As part of my undergraduate degree, I spent a year studying in Brussels at L’ Institut Supérieur de Traducteurs et Interprètes, a constituent College of l’Université Libre de Bruxelles, which is a main locus of training for translators and interpreters for the European Union Institutions.

I believe that the combination of my legal education and linguistic skills would be of particular value to ByrneWallace, if I were to be offered a training contract. My legal studies, linguistic background, experience in a European Law Firm, significant involvement in student activities and musical studies have equipped me with the work ethic, confidence, organisational and communication skills all of which I consider to be essential for a successful career as a corporate lawyer.

I wish to pursue a career as a corporate lawyer in ByrneWallace given the hugely important nature of corporate law in today’s society. Such law has a broad scope and encompasses and regulates a hugely diverse array of different business operations, functions and transactions, which have significant implications for the economy of our country. I am attracted to the prospect of advising and representing clients on issues of such importance.

My reasons for applying to ByrneWallace for a traineeship include its wide range of legal practice and the diverse areas of law undertaken by the firm, for example, EU Competition and Regulatory Law, Environmental Law and Matrimonial Law, which are of particular interest to me. The firm engages in its day to day work with many high profile clients with whom I would be very interested in working with. ByrneWallace is very highly regarded as evidenced by the special awards it has achieved over the recent past. It has also several distinctions which make it unique, including its Lexcel accreditation.

The traineeship programme offered by ByrneWallace comes highly recommended from a number of trainees whom I met at the UCD Law Careers Fair. These engagements have left me with a very positive impression which for me confirms that ByrneWallace is a great place to work, with a strong team ethic and a very developed social conscience as demonstrated by the charity work carried out by the firm for organisations such as Special Olympics Ireland, the work experience opportunities for patients of St John of God and its annual donation to St Audeons National School, where my mother taught Speech and Drama in a voluntary capacity.

Finally, on a personal note, I would classify myself as bright, capable, hard working and eager to learn. I have good analytical skills and a pragmatic approach and strongly believe that these skills make me an ideal candidate for a traineeship with ByrneWallace.

Attached for your consideration is my Curriculum Vitae.

I look forward to hearing from you in due course.

Yours faithfully,

Matthew Carroll