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Ms Ciara Loftus,
ByrneWallace,
88 Harcourt Street,
Dublin 2

29th October 2020

Byrne Wallace Trainee Solicitor Programme 2021

Dear Ms. Loftus,

I am applying for a position on the Trainee Solicitor Programme for 2021 that I saw was advertised on ByrneWallace's LinkedIn webpage.

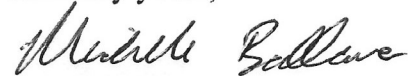
Having completed a Bachelor of Laws and subsequently a Masters of Laws, I have a clear understanding on the law and the legal system. My education has revealed to me that I thoroughly enjoy researching legal solutions which was showcased in my undertaking of two dissertations. I am highly motivated and enthusiastic having started my FE1 exams after completing my postgraduate degree.

My experience of working as a waitress heightened my ability to multi-task many duties at once while providing a high standard of service. The role required skills of high organisation, interpersonal skills and a pro-active attitude to the work. Moreover, from my experience of working on my university's Ultimate Frisbee Club Committee, I gained skills in management and communication. During my first year on the committee acting as treasurer, I was required to temporarily fill in the role of President and from that I was able to showcase my skills in leadership, drive and commitment.

ByrneWallace provides a multitude of services and specialities which I find highly interesting especially from my experience of studying a wealth of legal modules during my undergraduate degree which ranged from Dispute Resolution to Contemporary Issues in Medicine and the Law. Additionally, from participating in the Trainee Insights Webinar hosted by BryneWallace, the firm presents a honest, decent and committed staff, which is important to my career goals.

I would appreciate the opportunity to showcase my drive, determination, and values as a team player that were highlighted in my roles on the club committee and in my academic studies. Thank you for your time and consideration, I can be reached at michelleballance13@gmail.com if you require any further information. Please find attached a current copy of my CV.

Sincerely yours,



Michelle Ballance