4 Hyde House Apts,

Clonfadda Wood,

Blackrock,

Co. Dublin

20th October 2016

Beth Onslow,

HR Administrator,

Byrne Wallace,

88 Harcourt Street,

Dublin 2

Dear Ms Onslow,

I am now in the final year of my Bachelor of Civil Law in UCD and I wish to apply for a Traineeship at Byrne Wallace.

What attracts me most to Byrne Wallace is a combination of size, calibre and renowned Trainee Development Programme. The chance to train at one of Ireland’s leading full service law firms and learn from lawyers who are at the top of their field is why I am applying for the Traineeship Programme. The firm’s values are very important and the fact Byrne Wallace takes pride in its diversity is something I am inspired by.

I am passionate about a career as a lawyer and a career at Byrne Wallace. Speaking to a number of trainees and Sandra Masterson-Power at your open evening really excited me. I love how Byrne Wallace is unique in so many ways, especially moving towards an open office plan. I like that as a trainee you are assigned to a department and not to a specific partner. The opportunities you afford to your trainees are very appealing such as the level of exposure to clients and complex legal transactions.

My main hobbies and interests consist of sport, negotiating and writing. I also play a prominent role as campaign manger for Student Union candidates. I am very encouraged by the firm’s level of CSR. Over the summer I participated in my first ever charity cycle which raised 10,000euro in aid of ChildVision. I have a big passion for travelling and each year I aim to discover one new country. Portugal was my 2016 experience where I tried out surfing. I am currently in the quarter final of the Student Legal Service negotiation competition.

I believe Byrne Wallace can help me fulfill my potential. I am motivated and always looking to share ideas through my interaction with people. I thrive working as part of a team and this is evident particularly from my Google Online Marketing Challenge in 2015 where we transformed a local business’s online presence. I have outstanding problem solving and communication skills that I have built up from my experience as an intern and law student. My negotiation hobby shows I can listen, persuade and anticipate issues.

Thank you for considering my application. I hope that you feel that I can contribute to the success of Byrne Wallace and I look forward to hearing from you soon.

Yours sincerely,

Mina Dawood