

NATALIE KELLY

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Dear Emily Murray,

It is with great enthusiasm that I am writing to apply for the Trainee Solicitor Programme with ByrneWallace.

Previous jobs and an internship have helped in improving my skillset. My internship at O'Hanrahan Lally D'Alton solicitors taught me the importance of completing my work to the highest possible standard, time-management and to face new challenges with a strategic and open mind. Next Retail Ltd and River Island educated me on the importance of communication skills in order to achieve a high level of customer satisfaction. Luke Murphy's Pharmacy allowed me gain knowledge in organisation, along with the ability to take initiative. Lastly, in The Greenmount Restaurant, I learned how to multitask, work under pressure and the importance of teamwork.

Having previous experience working in a firm that provides legal services to the general public in areas such as Tort Law, Defamation and Medical Negligence. I would love to acquire a traineeship at ByrneWallace to gain a sense of the culture of working at a corporate law firm and the daily tasks and challenges that it has to offer. The firm's versatility in recognising clients' preferred methods of working and learning to adapt to their needs is a talent I would consider myself to have from working in retail customer service, and I would enjoy learning how to transfer it from dealing with individual people to suiting corporate bodies.

All my relevant work experiences have been based around effective communication. I have been dealing with customers nearly every day for two years. I have learned how to listen to people in order to quickly understand the root of their problems and to be confident when speaking to customers and am used to effectively communicating with a team to build strong working relationships with colleagues.

I enjoy acquiring new skills and being faced with new challenges, as evident from my choice of jobs. I feel that at ByrneWallace, plenty of opportunities and challenges will arise over the course of the traineeship that would allow me to not only demonstrate my knowledge, but also improve and add to it. With that being said, I am able to offer your firm my ability to work hard and use my aptitude to achieve any task given.

I thank you in advance for considering my application.

Kind Regards,

Natalie Kelly.