

To whom it may concern,

I am pleased to submit herewith my curriculum vitae (CV) to apply for a traineeship with your firm, ByrneWallace. Your firm is well established as a leading corporate law firm and is seen by many as the most successful firm in Ireland, an opinion that is supported by the number of high-profile cases and awards that ByrneWallace has won to date. That is why I believe working with your firm will provide me with the highest quality training and development available in this country, helping me reach my goal of becoming a leading corporate lawyer.

As you will garner from my CV, I can bring with me to ByrneWallace a number of personal characteristics and strengths that will contribute to my having a successful and positive career with your firm. These include my enthusiasm for the job, my ambition to succeed and my commitment to a career in corporate law. I have the right aptitude for business development and maintaining good client relationships.

I offer ByrneWallace a rich resumé, demonstrating an aptitude and experience in several fields of work. The roles together represent the kind of variety of experience that will stand me in good stead when facing the challenges of my traineeship and my later career. I have in every instance completed the work I undertook with industry and positivity, and I have consistently achieved good results, whether in undertaking tasks, or simply building good relationships. If selected, I would aim to continue this industrious approach along with a determination to thrive and succeed in my new career.

There are many benefits that I foresee from being part of the traineeship programme in your firm. Crucially for me is the experience of working with a top team of solicitors, dealing with some of the most challenging legal transactions in this state. ByrneWallace can provide me with the opportunity to work in an environment where quality processes and procedures are implemented as standard, and taught from the outset. I believe that such an environment ultimately leads to success, and so I wish to learn my profession in your firm. I would certainly look forward to an invitation to take part in one of your interview sessions. With this objective in mind, I have provided my contact details on my CV for your convenience.

Yours Sincerely,

Niall Shelley