Nicole Ward,

6 Bramley Court,

Castleknock,

Dublin 15

October 10th 2015

**Ref: Traineeship**

Dear Sir/Madam,

I am writing to apply for a Traineeship at Byrne Wallace, as advertised at the Trinity Law Fair earlier this week. I am currently completing an LL.M. in International and European Business Law at Trinity College Dublin. Please find my CV attached.

During my undergraduate degree I have sought out experience relevant to a career in a dynamic and challenging law firm such as Byrne Wallace. I recently undertook an internship at Noel Smyth & Partners, a well-established corporate law firm in Dublin. I shadowed various trainees and solicitors from different seats and spoke with partners in order to broaden my knowledge of working as a solicitor in a corporate environment.

I was able to then contrast this experience with my placement in the Legal Department of Aer Lingus, where I observed solicitors as they undertook negotiations relating to a recent acquisition of the company. I also experienced litigation before judicial bodies and Courts in Europe. During my internship here, my supervisor requested that I submit a defence to the Maine District Court in Paris in response to a claim under The Flight Compensation Regulation (EC Reg 261/2004). This case had the potential to cost the company a significant amount due to the number of prospective claimants. I submitted a defence and was commended for my research skills and legal writing I displayed as the Court found in favour of the company.

From these experiences, I have determined that I would be most suited to practicing in a commercial environment and I am now seeking experience in this area.

My ability to work well with clients has been enhanced by my time working as a Style Consultant in Brown Thomas throughout my studies – my ability to build a rapport with clients has been applauded by senior management. My knowledge of the business and passion for success has been commended several times by the Managing Director of the company. I believe my ability to build long lasting relationships with clients will be of great value to your firm.

I am available to interview at any time and look forward to your response.

Yours sincerely,

Nicole Ward