



Odile Fitzpatrick

Final Year Law Student at the University of Limerick

odilefitzpatrick1923@gmail.com ✉

0838813951 📞

Paddock, Mountrath, Co. Laois, Ireland 📍

The Traineeship Programme 2022

Byrne Wallace Solicitors

08 October, 2021

Dear Sir/Madam,

I would like to apply for the Byrne Wallace Traineeship Programme 2022, as I wish to gain an insight into the practical workings of a professional, multifaceted law firm, and potentially leave a positive impact so as to be considered for future employment. I believe that as an intern I could benefit the firm by using my practical legal skills, combined with the academic knowledge I have been nurturing at the University of Limerick.

As briefly outlined in my attached CV, I have been exposed to various areas of law within a practice, including conveyancing matters (residential and commercial), probate matters, personal injury matters, employment law and family law matters, as well as various Commissioner for Oaths services during my Co-op work placement. I was required to correspond with legal professionals such as other solicitors and barristers, engineers, doctors, architects etc., prepare briefs for counsel, attend the local court house, complete daily dictation on any variation of files, and complete receptionist duties (answering the phones, booking appointments, filing etc.). Looking now to the future, I would greatly appreciate the opportunity to explore further specialised areas such as media, banking and insolvency law. I like to keep up to date on national and international business and legal affairs through Linked-In, various legal journals and my subscription to The Irish Times online.

I am particularly interested in applying to this traineeship programme because of the good working environment and excellent career development opportunities you offer. The straightforward company approach of helping businesses to succeed, along with the principles of honesty, hard work, pragmatism and trustworthiness, appear to be as alluring to potential recruits as they do to clients.

My favourite modules at university to date have been contract law, employment law and company law, all of which I believe will aid me in a career in the legal industry. I also believe that my particular skill set of interpersonal skills, high ethical standards, negotiation and project management skills, teamwork skills, practical knowledge and experience, attention to detail and language skills, all equate to being a successful lawyer in the future, and hopefully an asset to your firm.

Thank you very much for your time and I look forward to hearing from you. Should you have any more queries I could possibly help with, please do not hesitate contact me at any time.

Sincerely,
Odile Fitzpatrick

