I am very interested in a Trainee Solicitor Programme with Byrne Wallace.

I am a final year law student at Trinity College Dublin with excellent academic results to date and a keen business sense. I am very enthusiastic about the opportunity to work as a future trainee with your firm. Many of your practice areas appeal strongly to me particularly, Information Technology and Data Protection, Family Law and Employment Law. I also believe that my personal energy, proven work ethic and excellent team skills would be of benefit to your firm.

I would like to draw your attention to three points I believe particularly distinguish my profile from the many other application you will no doubt review.

Firstly, my academic record to date is outstanding. I have obtained an overall result of a 2.1 in first, second and third year at Trinity College Dublin and I have developed strong core skills in legal research, legal writing and advocacy. I intend to graduate with a 2.1 degree in my combined third and fourth final years in University.

Secondly, I am a personable and outgoing individual with significant business and customer experience. I have worked with my family business take away restaurant from a young age assisting both with the day to day running of the business and maintaining the company’s accounts. This has given me a keen sense of the challenges involved in running a small business. In my more recent role in Shelbourne Greyhound Race Park I have greatly enjoyed working in a close knit team environment and working with customers as the customer liaison manager/hostess. In both these roles I have also gained crucial experience in terms of providing an excellent customer service and working with a team in a high pressure and busy work environment.

Finally, I believe I will make a committed and versatile junior addition to your team. My experience from attending talks run by Byrne Wallace and the recent careers fair has provided me with an insight into how your firm works. I am impressed that Byrne Wallace operates an open plan office, which I believe encourages a collegiate and supportive environment. I am very enthusiastic and eager to work in such an environment. I am also very interested in the type of law Byrne Wallace specializes in and I would welcome the chance to do a traineeship with your firm.

I would welcome an opportunity to discuss my application with you in further detail – please feel free to email me at holbano@tcd.ie or call me at 0863424378 with any questions. I also enclose my CV for your consideration.

Yours sincerely,

Olga Holban