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18th October 2017

To whom this may concern,

I am writing to you as I would like to apply for the Bryne Wallace traineeship programme. I am a Bachelor of Civil Law graduate and have achieved a high 2:1 average. I have legal placement experience and I am currently studying a Masters at UCD in International Law and Business. I am due to finish this programme in August 2018.

During my BCL, I was selected and given the opportunity to work in Michael D Cunningham Solicitors. This four-month placement involved attending client meetings with counsel, note documenting at court hearings and meetings, reviewing case notes and helping to draft legal research. I received encouraging feedback as I achieved a first class honours grade for my work over the period. My choice of masters also demonstrates that I have a real interest in the relationship between law and business. I am developing a detailed knowledge and understanding of global legal systems, their structure and interdependence, and methods of international business. Furthermore, I have developed my attention to detail, professionalism and communication skills while working as a front of house administrator for the Dublin Chamber of Commerce.

I am very interested in the traineeship Byrne Wallace offers as it is one of the top law firms in the country and I also note its unparalleled reputation in corporate law, the area in which I want to build my career in. I also had the opportunity to speak to one of your current trainees at the UCD careers open day. They enthusiastically spoke about the Byrne Wallace culture and how the philosophy of nurturing and investing in their people is integral to maintaining their success. They spoke about how they are given the opportunity to work in different areas alongside teams working on cases internationally and nationally giving them the opportunity to work with partners and associates. One of the trainees also spoke very enthusiastically about his seat in the International Business area which I have enjoyed studying and wish to experience in a firm.

I have enclosed my CV highlighting my education and work experience to date. I hope to have the opportunity to interview with you. Thank you for your time and consideration.

Sincerely,

Olivia Sheanon