**Orla Taaffe**

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**Re: Trainee Programme 2023**4

Dear Hiring Manager,

My name is Orla Taaffe, and I have recently completed my LL.B. Law in Trinity College Dublin. I am applying for a position on your 2024 Trainee Programme, as advertised on your website.

Having studied law for four years, I am certain this is the area I wish to pursue my career in, as law is an ever evolving and dynamic area. Completing an industry leading Trainee Programme with ByrneWallace would provide invaluable insight to the practice of law. As noted, ByrneWallace empower their trainees to achieve professional growth, which is of particular importance to me as I hope to advance my skills beyond Trainee Solicitor into a legal career. In August 2022, I commenced a Legal Intern role with McInnes Dunne Murphy LLP, a specialist employment law firm in Dublin. This has solidified my interest in pursuing a career as a solicitor. As an innovative and driven firm, a training contract with ByrneWallace would be an excellent opportunity to learn under the guidance of industry experts in a fast paced, full-serviced commercial law firm.

I have several attributes which would allow me to flourish in a busy legal environment. I have excellent leadership skills and was appointed project manager for my final year dissertation project. Collaborating and working with others was central to the execution of our project. We completed a research brief on behalf of the Irish Penal Reform Trust, which required tailored and collaborative research to produce a high-quality report on the topic of ‘The Treatment of Prisoners with Mental Illness’. This was also a unique opportunity to interact with an organization and fulfil their request and expectations. Presenting our project to a panel of IPRT representatives greatly improved my public speaking skills and confidence. These skills are applicable in any department in ByrneWallace, of importance given the rotation between departments during the traineeship.

My part-time job in Starbucks aided the development of my customer service and communication skills. This would be invaluable as a Trainee Solicitor in ByrneWallace, a client-orientated firm. Working in McInnes Dunne Murphy, I have obtained first-hand experience in a legal firm, working closely alongside the firm’s partners. Completing legal research, drafting submissions for the WRC, meeting with clients and reviewing contracts under the guidance of my colleagues has greatly enhanced my legal skills, and exposed me to legal practice. I would certainly bring these skills to a Trainee Solicitor Role in ByrneWallace, and build upon them, whilst gaining unparalleled training and mentoring throughout the Trainee Programme.

Outside of my studies and working life, I am a highly motivated and driven individual, often setting personal goals and working towards them. In July 2022, myself and some friends organized a month-long trip to Thailand and Vietnam. This required extensive research, organizing and planning, creating lifelong friendships and memories. I am an active volunteer with Foróige Youth Services, and recently took-up the position of Club Administrator, due to my strong organizational and communication skills. Giving back to those in need, where possible, is something I believe to be particularly important. As ByrneWallace are committed to CSR, this has been a key influence in my decision to apply for their Trainee Programme.

I believe that my combination of skills and experiences, and my genuine interest in law, would make me an ideal candidate for the Trainee Solicitor programme in ByrneWallace. I am a collaborative, hardworking, and dedicated individual with a positive attitude, capable of taking initiative. I would be grateful for an opportunity to further demonstrate my abilities at the next stage of the application process.

Thank you for taking the time to consider my application. I look forward to your reply.

Yours sincerely,

Orla Taaffe.