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27 September 2019

**RE:** Application for Trainee Solicitor Programme

Dear Sir/Madam

I wish to apply for a position in the Byrne Wallace Trainee Solicitor Programme. In May 2020, I will complete the final year of my law degree in Dublin Business School (“DBS”). I believe this programme will give me exceptional on the job training and a great opportunity to progress my career in the legal sector.

I believe that I am the right candidate due to my focus and ambition. I am not only a fast learner, but I have the willingness and capacity to learn new things. I believe that I am a suited to Byrne Wallace because I too believe in the values of giving back to the community and helping those in need. I know that part of Byrne Wallace’s corporate social responsibility entails giving monies raised from sport and social events held by the firm to selected charities. I consider myself to be a budding tennis player and would love participate in a sports event to help raise money for charity. I will incorporate this value and the firm’s other values into the work of a trainee at Byrne Wallace.

I am currently Head Peer Mentor for law students, and a member of my college’s Law and Debating Society. These positions have taught me the importance of innovation, teamwork, time-management, organisational and public speaking skills. As a trainee solicitor at Byrne Wallace, I will bring these skills and much more to the role, such as problem-solving and analytical skills.

Outlined in my CV is my education history and previous work experience. My educational and work experience is relevant to the work I will be doing in Byrne Wallace because it has taught me skills in customer service, people management, building solicitor-client relationships, meeting deadlines and organisational skills.

I would relish the opportunity to put the theory of what I am learning into practice. Thank you for your time and consideration.

Yours faithfully,

Oyinprebi Deborah Olobio