19th October 2016

ByrneWallace,

87-88 Harcourt Street,

Dublin 2.

**Re:      Trainee Solicitor Application**

Dear Sirs,

I am writing to apply for a training contract with ByrneWallace.

I am a final year law student in UCD who has in the past shown the ability to work hard and gain high quality results in my exams.  This can be seen by the fact that I received the result of fourth in class in my first year examinations and second in class in my second year examinations.

I have also gained extensive experience in sales, customer services and legal work through my employment in the head office of Hertz Rent a Car and also in completing a summer internship in another commercial law firm. I have developed upon my communication and customer service skills while working in the reservations and customer service departments in Hertz. I also had the opportunity to develop my IT skills while working in these areas. I was later transferred to the in-house legal department in Hertz Rent a Car where I had a great deal of autonomy in dealing with material damage claims and also assisted the in-house solicitors in their defence of personal injury claims. Here I honed my organizational skills and my ability to communicate and negotiate on the behalf of the company came to the fore.

While working in another large commercial law firm I completed a four week internship in the Real Estate department where my ability to work as part of a team was of paramount importance, as was my attention to detail and also my legal research skills.

I am a very social and sporting person. I am currently a member of the Glynn-Barntown GAA Club Senior and Under 21 hurling teams. I also represented Wexford at development squad level and ultimately became a member of the Wexford Minor Hurling Panel in 2013. The same year I also represented my secondary school St Peter’s College in Senior Hurling. I have also experience in leadership roles as I was the captain of both the Glynn-Barntown Under 14 and Minor Hurling teams as well as being a patrol leader while I was a member of Scouting Ireland between 2000 and 2009.

As an ambitious and capable individual, with a strong academic background. I have excellent experience in dealing with people, communicating with my peers and more senior team members and I also have valuable experience in the service industry.

Thank you for taking the time to consider my application and I look forward to hearing from you.

Yours faithfully,

Padraic Wafer