Rachel Cosgrove,

31 Fortfield Drive,

Terenure,

Dublin 6W, Ireland.

083-349-0681

cosgror@tcd.ie

October 18th, 2017

To Whom It May Concern,

I would like to apply for a traineeship position with ByrneWallace. I learned of your company through presentations given by the Law society of Trinity College Dublin. I am seeking a challenging and rewarding traineeship, which is why I was drawn to this exciting opportunity.

I am currently in the final year of my undergraduate degree, studying Law at Trinity College Dublin. In my 3rd year of study I was selected to represent Trinity College Dublin as an exchange student in Notre Dame Law School.

Upon completing a summer internship in another commercial law firm, I gained some hands-on, practical experience and broadened my existing legal knowledge. Having observed daily working life in the firm, I was assured I was suited to a career in this environment. It has become time for me to make decisions regarding my future. I want to invest in my future. I believe applying for a traineeship in BryneWallace is a key stepping stone to a successful investment and it would be an invaluable experience for me. I would love to meet like-minded graduates from different universities, as well as mixing and making connections with qualified lawyers.

I have had an interest in a career as a commercial lawyer since before beginning my undergraduate studies. I have truly enjoyed studying the law at university level and would love the chance to delve further into the Irish legal system in a more practical sense and forge a career out of my passion for the law. Upon graduating, I hope to work for a dynamic and innovative firm and excel in my field. ByrneWallace is a progressive law firm that embraces technology. I admire the firms commitment to integrity and excellence. The firm places huge emphasis on Learning & Development. It appears to be a personable firm where everyone comes across as approachable. This is important as being able to ask questions is crucial to the advancement of ones knowledge. I am aware of and impressed by the number of prestigious awards the firm has achieved. The firm’s certification with ISO 27001 encouraged me to learn more about it. I studied Information Technology Law in Notre Dame. I truly enjoyed the module and would like to experience working in this area. I also studied Business Torts while abroad and in this we talked about data protection in regards to previous employees taking information with them and using it to the advantage of a competitor they now work for. The law needs to catch up with how fast technology has been moving and it is therefore extremely important to have significant safeguards on how we protect our data. I was drawn in by the firm’s clear values, inclusive, diverse ethos and innovative initiatives. I would love the opportunity to work in a global market and to be able to conduct business on an international level. This would be made possible in BryneWallace due to it’s international links. On top of this, I admire the emphasis the firm places on the corporate responsibility programme.

I believe that I would be an asset to your firm. I have demonstrated a strong academic rigor, having achieved a II.I result in each year of my degree to date. My academic achievements are indicative of my diligence, motivation and determination to succeed. I am confident in my abilities and have excelled in performance not only academically but also in my extra-curricular interests. I have a track record of thriving in fast paced working environments. My work experience gained from a number of part time jobs, in particular as a waitress and as a sales assistant, has taught me many valuable skills which are certainly applicable to a job in a competitive law firm. In particular, I have learned to use my initiative and have developed excellent communication and problem-solving skills. I am comfortable working in groups and consider myself to be a personable individual. The experience of studying abroad had a positive impact on my work ethic and I believe I can continue to challenge myself and succeed to my best legal capabilities. In order to achieve this goal I need to be placed in the right environment with the right opportunities and experience. There is no doubt that ByrneWallace would be the right environment for me.

I am confident that I possess the skills required to participate in the ByrneWallace traineeship programme and I would be delighted to be afforded this opportunity.

Thank you for your consideration,

Sincerely,

Rachel Cosgrove.