

ByrneWallace
88 Harcourt Street
Dublin 2

21 October 2016

Dear Sirs

I write to apply for a position on the traineeship programme at ByrneWallace commencing 2017.

As a recent graduate of an LL.M Masters in Law at Trinity College Dublin, and as a current employee at Matheson in the field of Asset Finance, I believe I have unique experience and skills to offer to ByrneWallace, if offered the opportunity to train at the firm.

Through my studies at Trinity, I have engaged with the academic rigor of the law and learnt valuable skills of a lawyer – how to research the law, how to make legal arguments, how to use the law to serve and protect my future clients. My studies trained me to be self-motivated, ethically aware and critically reflective. My class at Trinity were academically excellent, as well as dynamic and diverse, and the experience of studying alongside my peers was genuinely enriching, a sentiment I expect to share with my future class of trainees.

At Matheson, I am working as a legal executive in the Asset Finance department with a team of eight solicitors, and two trainees. I am presently involved in a project with one of Ireland's largest aircraft leasing companies which involves the organisation and management of transactional documentation for over 210 aircraft, as the company prepares for sale. Along with this particular project, my daily duties include assisting with every aspect of the transactional process of aircraft financing, from initiation to closing.

Further, at Matheson I have worked as the point of contact in the Asset Finance group for the conversion of in excess of 250 asset finance entities, to be in line with the requirements of the Companies Act 2014. This experience has been invaluable in that overseeing this project opened a door to working closely with each member of the Asset Finance team. Through this opportunity I have learnt the various drafting skills of each team member, and I have had exposure to a broad range of clients. I have learnt tools for effectively dealing with clients with different business structures, namely the value of understanding client preference and the importance of adopting a personal approach when dealing with clients. I have learnt excellent project management skills. The skills I have acquired will have the opportunity to flourish in my future traineeship and career as a lawyer.

I have experience working within the Banking and Financial Services department at Mason Hayes & Curran, where I worked as a legal assistant to a partner, senior associate and two junior associates. At MHC I acquired sound knowledge of all aspects of corporate and transactional banking, property finance, the enforcement/restructuring of loans and the acquisition/sale of loan portfolios. I acquired through this position unique commercial awareness via working with notable clients such as AIB, Bank of Ireland and Deutsche bank. This knowledge can be a valuable contribution to ByrneWallace if I were to rotate in the banking department during my traineeship.

Prior to working at MHC, I worked at a busy defence litigation practice, which specialises in insurance law, with the principle client being Aviva Insurance, the largest general insurance provider in Ireland with a market share of more than 20%. Other clients included insurance companies such as AIG Europe and FBD. I served as a legal assistant to the principal solicitor and assisted with all aspects of the litigation lifecycle from inception through appeal. I was involved in all aspects of litigation support including legal research, factual investigation, document management and preparation. I attended on motions at court. The experience gained in this role will be invaluable should I be afforded the opportunity to do a rotation in the litigation department at ByrneWallace.

In light of the professional experience I have garnered to date, coupled with my educational achievements and skill set, I believe myself to be a suitable candidate for the traineeship at ByrneWallace. ByrneWallace's excellent reputation together with the fact the firm was awarded Law Firm of the Year 2016 at the Irish Law Awards are influencing factors in deciding to apply to the traineeship, strengthened by the impression I had of the firm when I attended the trainee open evening. I am keen to train at a firm that fosters the development of their trainees and one that offers a high level of mentorship; and one where I will be exposed to a vast range of client work. This I can expect from a traineeship at ByrneWallace.

In light of the foregoing I would be grateful if you could please take the time to review my application and consider my suitability as a future trainee of the firm.

I look forward to hearing from you in due course.

Yours sincerely

Rachel Rock