**Rory O’Huiginn**

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20October 2016

Dear Recruitment Team,

It is with great enthusiasm that I am writing to apply for the Trainee Solicitor Programme at Byrne Wallace. I am a UCD Business & Law graduate and I am currently awaiting the results from my final Fe1 examinations. With 18 months experience in a large commercial business as well as 12 weeks as a legal intern in a small law firm, I believe I have acquired the necessary skills to become a valued member of your firm and a future leader.

Byrne Wallace are a leading commercial law firm. They deal with large corporates, banks and financial organisations. I have 18 months experience in Topaz Energy Ltd, a large commercial company. I understand what drives a business and how it adapts and reacts to changes in the market. This commercial awareness enables me to excel in high intensity competitive environments.

I admire the strong focus that Byrne Wallace has on client relationships and service. As the key point of contact for Topaz employees from our 158 stores, it was my responsibility to handle all shop and product related queries in a timely manner and with utmost care. In addition I developed excellent relationships with our suppliers and established a reputation for being dependable and trustworthy.

A career with Byrne Wallace will require leadership. I have captained football and basketball teams and lead projects both in college and in work. On top of my existing responsibilities in Topaz, I successfully managed the office cafe after being specifically chosen by the CEO.

In addition I am a team player. My experience planning and implementing shop promotions in Topaz required a high degree of cross functional teamwork with other departments. Engaging in company social events such as the Hell and Back fundraiser, Tough Mudder, the office retreat and the Topaz soccer team further highlight my strong belief in teamwork.

As evident from my decision to change career, I am ambitious, motivated and extremely driven. I believe that my enthusiasm, excellent communication and leadership skills make me an ideal candidate for this role. Thank you for your time and consideration.

Yours sincerely,

Rory O’Huiginn