Ruth Connolly

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18th October 2018

Beth Onslow

HR Generalist

ByrneWallace

88 Harcourt Street,

Dublin 2,

D02 DK18

Dear Beth Onslow,

I wish to express my interest in applying for the position of trainee solicitor and I have attached a copy of my Curriculum Vitae for your attention. I am currently in the final year of my law degree in Maynooth University. I am applying for this position as I believe this traineeship with ByrneWallace would allow me to use my skills, experience and knowledge to progress in my legal career and become a well-rounded competent solicitor.

While at university I have sought out varied experience relevant to a future career as a solicitor. Through my time interning in both a general practice firm and a commercial property firm, I have gained experience critical to the development of a trainee in a full-service firm such as ByrneWallace.

Within my CV, I have outlined my work experience to-date, both retail and legal and I believe my diverse experience and skill-set garnered throughout my time working would be an asset to ByrneWallace in the services they provide for their clients

I have a keen interest in corporate law and would welcome the opportunity to work on projects in a wide-range of practice areas in your firm. Additionally, I have been drawn to your firm as I greatly admire ByrneWallace’s commitment to Corporate Social Responsibility and the charitable work done by the firm and its employees and how CSR is integral to the culture of ByrneWallace and employee charitable involvement is strongly encouraged.

I am available for interview at any time and very much look forward to your response.

Yours Sincerely,

Ruth Connolly