**Saoirse Kehoe**

Boley, Ballycullane, New Ross

Co.Wexford

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087 6650 195

16/10/2018.

Manager of the Training Programme,

ByrneWallace,

88 Harcourt Street,

D02 DK18.

Phone: +353 1 691 5000

Re: Application for a Trainee Position with ByrneWallace.

Dear Manager of the Training Programme,

As a young, motivated and dedicated individual, I am interested in submitting an application to gain a position as a trainee with ByrneWallace.

As of 2018, I am in my final year of my undergraduate studies where I am studying Law Plus. This course has given me a range of capabilities that will meet the needs of the role. My previous jobs listed within my CV will show that I am experienced in working within a team environment and have developed upon my communication and telecommunication skills. During my time as a legal undergraduate in the ESB, I was taught key employability skills while also being given the understanding of working in a professional and fast-paced environment.

My current and previous manager can be contacted to provide more information about my ability to meet the needs of the job and show that I would be a good addition on the legal team.

I recognize that you will receive a large number of applications for this role. Nevertheless, I believe that my previous experience, my motivation and commitment will allow me to become a good fit in your work environment.

I would appreciate the opportunity to meet with you and discuss my application in an interview. I have enclosed a copy of my CV for your consideration.

Thank you in advance for your time.

Yours sincerely,

Saoirse Kehoe.