Sarah Lydon,

Cluggam,

Maam,

Co. Galway.

sarah\_lydon12@hotmail.com

(087) 162 1493

Byrne Wallace,

88 Harcourt Street,

Dublin 2,

D02 DK18.

Re: Trainee Solicitor Programme

Dear Emily Murray,

I am a recent graduate of the UCD Bachelor of Civil Law degree, graduating with a First Class Honours, and I am writing to apply for the Trainee Solicitor Programme with Byrne Wallace. I believe that I am ideally suited for this programme. My academic awards and scholarships are evidence of my high intellectual ability, strong attention to detail, ability to work under pressure and my continued passion for broadening my knowledge of the law. Securing a position as a trainee solicitor at Byrne Wallace would allow me to enhance my legal knowledge and legal practice skills and would provide me with an excellent platform for pursuing a career as a solicitor.

I am drawn to the numerous and diverse areas of law practiced by Byrne Wallace. This variety of areas offers an exciting opportunity to gain more detailed knowledge of the law and to interact with clients from a variety of business sectors. I am also drawn to the structure of the Trainee Solicitor Programme. The Programme fosters a strong educational culture which matches my passion for learning more about the law. The firm’s collegial atmosphere and its commitment to providing trainees with real exposure to real legal work demonstrates to me that it is the perfect place for career development.

My previous work experience has introduced me to fast-paced working environments where adaptability, stamina and the ability to multi-task are vital to succeeding in the job. My teamwork, organisational and time management skills have also been enhanced by this experience. My communication skills have been strengthened by working in customer service oriented positions, by learning new languages and by participating in group presentations in university. My legal internships have exposed me to some of the areas of law practiced by Byrne Wallace such as tax law, property law, healthcare law and personal injury litigation. Furthermore, working in our family business has provided me with a unique insight into the running of a small enterprise. I am confident, therefore, that the above experience will allow me to make a positive contribution to your law firm.

I hope that I have demonstrated my suitability for this position. I believe that I can bring the necessary drive, commitment and enthusiasm required to succeed as a trainee solicitor at Byrne Wallace. Please also find attached my CV highlighting my education and work experience. Thank you in advance for your time and consideration.

Yours sincerely,

Sarah Lydon