

Seán Kennedy,
Apt 73 Block B,
Smithfield Apartments,
Dublin 7.

September 30th 2019

Online Application

Ciara Loftus, Byrne Wallace 88 Harcourt St, Saint Kevin's, Dublin.

Dear Ms Loftus,

Please accept this letter and CV as application for the Trainee Solicitor position.

I read with interest that *Byrne Wallace* are recruiting trainee solicitors due to continued growth. I recognise *Byrne Wallace* as top tier firm and that can provide a reputable, structured and refined training experience.

At present, I work as a law clerk with *An Post*. I assist a team of eight solicitors with matters relating to defence personal injury litigation, employment disputes and debt recovery. I am also tasked with managing the TV licence prosecutions and appeals, this would include registering and serving summons, attending court and maintaining excel sheets.

In my previous role as law clerk with the *Legal Aid Board* I provided support to a team of six solicitors who provided legal advice in matters relating to family law, equity law, debt recovery and personal injury law.

In a previous role as a paralegal in the *Central Statistics Office* I lent assistance in the area of public procurement, my main duties related to contract management and compliance. To date this experience has helped develop my understanding of the legal process of procuring services with public funds. It also allowed for collaboration between the procurement team and senior statisticians from various departments procuring technology solutions to conduct their statistical projects.

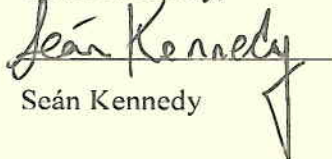
I successfully completed a six-month placement in general practice. I held the position as a paralegal providing support for a solicitor and assisted in the litigation and residential conveyancing departments. I was tasked with drafting client letters and preparing briefs for Counsel. I also had the responsibility of analysing and condensing large volumes of evidence in preparation for criminal trials. Working as a paralegal developed my knowledge of the operations and business of the District and Circuit courts.

For me, a career in corporate law provides work that is stimulating, varied, challenging and innovative. It is my ambition to work with corporate clients and to assist with their legal matters and business objectives. *Byrne Wallace* can provide a platform for a trainee to work alongside experienced and competent lawyers and to work at a strategic level for clients.

In my estimation *Byrne Wallace* offers a compelling package which can produce excellent lawyers, business advisers and can offer a defined career path. In all, training under the banner of *Byrne Wallace* can give me the best possible start to my legal career.

Thank you for considering my application.

Yours sincerely,


Seán Kennedy