Cappagh Road,

Barna,

Galway

23nd October 2015

RE: Bryne Wallace Traineeship

To whom it may concern,

I am writing to you today to express my interest in joining the dynamic law firm that I know Bryne Wallace to be. I have always, since I was a young boy, been fascinated by how our world functions. That fascination drove me to study law and economics whilst in NUI, Galway, from which I obtained a degree in those fields of study and I have just completed a post-graduate degree in law. From a young age, I have been enthralled by the awesome power of the markets to enrich Joe Bloggs on Main Street and to bankrupt a country on Wall Street. My curiosity with the law began as a 7 year old watching the news and wondering why men wore black robes and wigs on the steps of the Four Courts, but it quickly grew into a quest to understand how the legal framework of society touches and affects (for better or worse) every aspect of our daily lives. I believe that I would be a valuable addition to your legal team given my academic qualifications above, my belief in the rule of law and my wide business experience which I will now outline.

When I was 14 years of age, my father told me that it was time I got a part-time job to pay my own way in the world. So I went to look for work in the usual summer-job providing places such as shops, hotels and restaurants. But this was the year 2007, and the roar of the Celtic Tiger was beginning to fade, just as the dole queues became longer. However I have never been one to sit on the side lines and simply moan whenever I see a problem; so I made my own work and set up a car park at my local school at the weekends when I was fifteen. I made some funds for the school and a tidy profit for myself.

I have always loved working with horses, so I used my savings to invest in 2 thoroughbred Connemara ponies. I bred from them, trained them and sold them off at a profit over the years. I also went to the bog every summer to cut turf and sell it to regular customers that I accumulated. I even continued to do this whilst working a 5 day week in Citi last summer, commuting up and down to Galway each weekend. From all of these efforts, I am proud to say that I was able to pay my own way through university, fees and all, all on my own. What has all of this taught me? That with hard work come’s rewards. The work may not have been the most glamorous, but it helped me to achieve my goals in life.

Not only that but I tried to do my bit to fix the root of the problem. In 2012 I was asked to sit on a committee for a major national organisation in Ireland to draw up a report on how to create jobs in the Irish agricultural sector. After six weeks (working to a tight deadline) poring over economic data and statistics on the industry from at home and abroad, our committee of six young undergraduates produced a report that was debated on the floor of Dáil Eireann.

From my time working in Citi in 2014 and 2015, I have learned much about the world of business; skills applicable to a traineeship in Byrne Wallace catering for the needs of clients. From my time in Transfer Agency, I learned about the importance of managing client relationships and how something as simple as a daily phone-call can set a client’s mind at ease. I also learned a valuable lesson in deciding when the time comes to retain or terminate a relationship with a client; so many factors need to be taken into account such as time, effort and money being invested into a client relationship and the return being delivered from it.

From my time as an intern in risk management, I learned about the massive demands placed upon financial institutions to comply with an ever-changing regulatory environment. This puts great pressure upon banks and I can therefore empathise with the pressures placed upon a corporate client. While working in a team of 3 in risk management, I helped to monitor the risk exposures of 14 businesses within Citi monitoring their losses, challenging their work processes when they revealed inefficiency and gathering information from each of them and interpreting what the impact of this data meant for Citi, forming an opinion in relation to it.

I have recently completed intensive 10 week training in the Citi Graduate Academy where I learned about all aspects of banking and finance from the trading floor to middle office, from mergers & acquisitions to compliance. I now work as an analyst in global custody. During my time in Citi, I did the 5am starts and the 1am finishes whether it was delivering a project for a client on time or helping to manage the banks response to the chaos of the Greek Default. On a daily basis, I correspond with employees and clients in all corners of the world from Britain to Bermuda and Cyprus to China; I did all of this whilst studying for the FE-1 exams each evening after a full days work. I am able and willing to meet the challenges of working in a fast-paced and high-powered law firm with a global focus as well as a domestic one.

The sum of all of these experiences has taught me that if you work hard, you will be rewarded and should you hire me, I will bring this innovative work ethic with me to Byrne Wallace whether it involves taking part in a seminar, preparing a report or presentation as part of a team or sitting across the table from a client helping them with their legal problems. I hope that you will strongly consider my application. Thank you for your time.

Kind regards,

Shane Kelly