

Dear Sir/Madam,

I am writing to apply for the traineeship at Byrne Wallace LLP, as I believe my skills and experiences align closely with the work your firm does in providing innovative and client-focused legal solutions.

Throughout my time as a Legal Assistant at Tallans Solicitors, I developed strong skills in drafting legal documents and managing client relations, particularly under pressure. My attention to detail and ability to manage multiple tasks at once have prepared me to contribute to Byrne Wallace's complex and fast-paced commercial law environment.

In addition, my roles outside of law, such as managing operations as an Assistant Golf Professional, honed my problem-solving and project management skills. Leading process improvements, such as implementing a system that streamlined operations, enhanced my ability to think strategically—key for providing legal solutions that are practical and commercially viable.

Byrne Wallace's reputation for delivering client-focused advice, particularly in areas like corporate law and commercial litigation, strongly appeals to me. I am confident that my legal foundation, combined with my operational and leadership skills, will allow me to thrive as a trainee at your firm.

Thank you for considering my application. I look forward to the opportunity to contribute to your team.

Yours faithfully,

Simon Purcell