Sinéad Cullen

 14 St. Patrick’s Terrace,

Russell Street, Dublin 1.

Beth Onslow

HR Administrator,

ByrneWallace,

88 Harcourt Street,

Dublin 2.

20th October 2017

Dear Ms Onslow,

I am writing to apply for the ByrneWallace Trainee Solicitor Programme and to show you that I am a good fit for ByrneWallace. I sat my first round of FE-1 exams in October 2017 and I achieved a Distinction in the Postgraduate Diploma in Law from Dublin Institute of Technology, while working full-time in Citi’s Public Affairs Department.

I have gained many practical skills through balancing my studies with full-time work and this experience has clarified my position and cemented my desire to work in a commercial law firm. From working in Citi, I know the variety and scale of a corporate firm suits me, but it is clear from my studies that legal complexities and problems are of a demanding and intricate nature that will allow for a real sense of job satisfaction and pride.

Following my Erasmus year in Bordeaux as part of my undergraduate degree, where I worked with a number of law students, I began researching how to pursue a career in law. In order to gain a better understanding of the corporate environment before starting my postgraduate degree, I entered an internship in the Transfer Agency in Citi.

On the back of this internship, I was able to negotiate the working hours of an offer of employment in the Public Affairs Department in Citi so that I could pursue my postgraduate studies in law while working full-time. Over the past two years, this has allowed me to learn about law in an academic setting, while gaining exposure to the intricacies of both high-value financial transactions and managing communications and events with smaller numbers of employees and clients. It also confirmed my desire to pursue a career as a solicitor, as I believe there is a real opportunity for career progression and consistent personal development in a legal profession.

At this juncture, a traineeship in a commercial law firm like ByrneWallace, with its commitment to collaboration and dedication to excellent client service, is the best way I can develop my skills in a specialised way across a broad range of departments. I attended the open evening in the ByrneWallace offices on October 17th and was immediately struck by how friendly, approachable and willing to engage with me the employees were; from partners, such as Michael Walsh, to the trainees, such as Catherine Finn and Kevin Armstrong. I believe this inherent collegial atmosphere stems from the fact that ByrneWallace has retained its “small firm feel,” a factor I took into consideration when deciding to apply for the Trainee Solicitor Programme.

The fact that so many trainees had been able to work in the office before starting in Blackhall is another differentiator for me. I believe having this practical experience in the firm will allow the transition to studying legal practice easier, and from speaking to trainees it is clear that this is a beneficial practice unique to ByrneWallace.

At the open evening I was able to speak to a number of trainees who had completed rotations in the Health and Social Care Services department. Although I have an interest in corporate and financial law from working in Citi, from my discussion with these trainees, the Health and Social Care Services is a challenging and diverse practice area, particularly in the area of Mental Health and Capacity issues, and is one that I would like to explore further through the Trainee Solicitor Programme in ByrneWallace.

I am also interested in the area of Dispute Resolution Management practiced in ByrneWallace. To me the clearest way to act effectively and efficiently for clients in a commercial dispute is to avoid the publicity and reputational damage in going to the courts, and I would be interested in exploring this area further as part of the Litigation and Dispute Resolution department in ByrneWallace.

I have an interest in the practical applications of law and how it feeds into every area of life, from contracts to administration of public services to litigation. With a proven track record of exceeding expectations in a professional environment as well as a strong academic record, I also learnt how to adapt and respond to new and demanding settings through my work, studies and travels in Europe, South East Asia and America.

The knowledge and skills gained while studying on Erasmus in France and at Citi will serve me well as they have shown me how important teamwork, collaboration, innovation and respect are in a working environment, which is readily applicable to answering clients’ needs in a legal environment. I am a dependable and quick learner, who can be relied upon to always strive for the best result for clients and to act with integrity and honesty.

A face-to-face meeting will allow me to demonstrate further how I am a good fit for ByrneWallace and that ByrneWallace is the firm in which my future career is best placed. I am available for interview and I look forward to hearing from you.

Yours sincerely,

Sinéad Cullen