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Dear Colleagues,

I wish to apply for a position in your 2025 trainee solicitor programme.

I have a Second Class (Hons) Bachelor of Laws (LLB) degree and LLM in Global Legal studies from Maynooth University. Through my time in Maynooth I gained solid theoretical knowledge which I am eager to put into practice as a trainee solicitor.

Since graduating college I have applied myself to various roles within the legal sector in order to gain experience. Having worked in the offices Nicholas P Frye Esq in Boston I was fortunate enough to experience first-hand case progression in a different jurisdiction which gave me skills that proved to be invaluable.

My time at Fieldfisher (formerly McDowell Purcell) has been very rewarding. Over the past 7 years, I worked with a number of people in the litigation, insolvency and dispute resolution department specialising in banking, judgement, and possession litigation. My role included management of the execution order process, billing, debtor management, preparation for client and internal meetings, preparation of briefs for counsel and general ad hoc administrative tasks.

Having received a promotion to a paralegal position within the firm I was given a myriad of additional responsibilities which included the takeover of monitoring and progression of judgement files including drafting proceedings, attending court, drafting attendances, and liaising with clients directly. In this role I improved and developed my legal writing, drafting, research, analytical, organisation and time management skills. I learned the importance of being organised and being able to prioritise tasks so that cases progressed in a timely manner.

Thereafter, I was given the opportunity to take a paralegal role within the corporate, commercial, and renewable energy department. This role involved assist with due diligence exercises, drafting of transactional documents, corporate ancillaries, and completion documents. Additionally, I worked on post-completion filings on CORE and the RBO. My work with the renewable energy team involved advising clients on various aspects of renewable energy such as onshore and offshore wind, solar energy and the upcoming developments in hydrogen. As well as drafting option agreements and the filing the relevant documents with the Land Registry. My role within this team helped me improve my attention to detail and given me an insight into the fast paced environment that is corporate law. As well as this, it has sparked my interest in renewable energy and construction law.

I believe the skills I have gained have adequately prepared me to take the next step in my legal career. I am a focused and driven individual with a keen interest in all areas of law**.** I am a team player and have sat on the social committee, charity committee and pro-bono group within Fieldfisher. My determination and commitment to the legal field make me a suitable candidate for a position at Byrne Wallace.

I look forward to hearing from you soon.

Yours sincerely,

Sinéad Dolan