

Graduate Recruitment Manager
Byrne Wallace

14.10.2024

Dear Graduate Recruitment Manager,

I am writing to you to apply for the 2025 intake of the Byrne Wallace Trainee Programme.

I am interested in a traineeship at Byrne Wallace because I have a passion for problem-solving and I thrive in collaborative, people-focused environments. I am most interested in training at your firm because of Byrne Wallace's reputation as a market leader across many key areas including Banking and Finance, Litigation, Data Protection, and Employment Law. Byrne Wallace's stellar reputation in the legal industry is second to none, having been named a finalist in Northern Ireland DealMaker Awards in 2024 and "Irish Pension Law Firm of the Year" by Irish Pension Awards in 2023. These accolades stand as a testament to the exceptional quality and expertise of the lawyers at Byrne Wallace.

I have outlined my experience below which I believe is highly relevant to your firm's core practice areas and client base.

Academic Background

I hold a L.L.B degree from Maynooth University, providing me with a comprehensive understanding of Contract, Company, Commercial and Employment Law. Beyond legal expertise, my studies delved into dispute resolution and perspectives on law and technology, enhancing my grasp of professional practice. This dual focus uniquely equips me with insights into the economic facets of legal and regulatory developments. I believe my degree could be highly relevant for advising clients in areas such as Data Protection, Employment Law, Commercial Law and Financial Services.

Hospitality Sector Experience - The Wishing Well, Ireland

While working in hospitality, I developed strong customer service skills, ensuring interactions were handled with care and professionalism. I am confident that these skills would be vital when dealing with clients in a corporate law setting and could be an asset to Byrne Wallace, where client centricity is highly prioritised.

Compliance & Human Resources Experience - Worldwide Education Recruitment, Berkshire, U.K.

During my time as the Compliance and Human Resources Officer, I gained valuable experience conducting vetting checks, processing files, drafting and reviewing contracts, internal policies and client agreements to ensure they were clear, enforceable and compliant with legal standards. I regularly managed competing priorities and strict deadlines, which sharpened my attention to detail and allowed me to strengthen my IT skills. This position also provided me with

the opportunity to develop strong communication and risk assessment abilities, enabling me to handle sensitive situations and deliver equitable and balanced results.

Legal Placement Experience - Aston Bond Law Firm, Berkshire, U.K.

The experience of working with the Conveyancing, Litigation and Employment departments broadened my understanding of cross-border legal issues, enhanced my adaptability, and allowed me to navigate different legal frameworks. I gained firsthand insight into the responsibilities of a solicitor, particularly in handling sensitive employment disputes, where I learned the importance of discretion, confidentiality, and ethical decision-making. This placement gave me a well-rounded appreciation of the legal profession, gaining a deeper appreciation for the global legal landscape, and prepared me for the challenges of working in a fast-paced legal environment.

Financial Services Sector Experience - Mediolanum International Ireland, Ireland.

I am presently working in the Product Management Department of Mediolanum International Ireland, an Asset Management Company. At Mediolanum, my work includes drafting and reviewing pre-contractual investor documentation for insurance and fund projects, coordinating approvals from Board level, and supporting responses to Regulator questionnaires. For internal committees, I manage the required company governance by setting deadlines for other departments, preparing relevant reports and minute-taking. I actively participated in training sessions for the Product Management Department on relevant legal topics, such as data privacy requirements, contract law and company governance. Additionally, I created comprehensive legal guides and resources to assist the Department in understanding and complying with legal requirements. This work has not only allowed me to enhance my legal research and critical thinking skills, but it has also given me the opportunity to develop my understanding of different Fund Structures, Financial Regulatory Frameworks, and aspects of Data Protection Law, Employment Law and Corporate Governance. I believe this knowledge and experience could be leveraged in a number of practice areas within Byrne Wallace.

Thank you for taking the time to consider my application. I look forward to hearing from you regarding this position. If you would like to get in touch, I am always contactable via email at sophieleighmclaughlin@gmail.com. Alternatively, my telephone number is +353 871555333.

Kind regards,

Sophie-Leigh McLaughlin