Sophie Beirne,   
Pinewood,   
Shankill,   
Cavan,   
H12 F782.

14/10/2024

FAO: Ms. Ciara Loftus,   
Head of HR overseeing the trainee recruitment programme,  
ByrneWallace LLP.

**RE: Trainee Solicitor Programme 2025**

I am writing to you to apply for a position as a trainee solicitor at ByrneWallace LLP. I am currently in my final year of a law degree at the National University of Ireland, Maynooth.

Your prestigious and forward-thinking law firm offers potential clients a multidisciplinary practice covering all aspects of litigation, including administrative, intellectual property, employment, and corporate law.

While researching the firm, I was very impressed to learn that ByrneWallace was the only top ten Irish law firm to be awarded Lexcel accreditation, as well as the first large Irish law firm certified with ISO 27001. ByrneWallace’s LLP client list is also very notable, advising on many cases that have set out important precedents or were landmark cases in Irish law.

I am a highly motivated proven achiever with the necessary skill set to make a positive impact at ByrneWallace LLP, if given the opportunity. I have always been interested in the various types of law and I decided to pursue further studies following a placement in a solicitor`s practice during transition year. I have continued to expand my legal knowledge through virtual internships, as well as through participating in the Maynooth Laureate programme.

I have worked hard to put myself through college, working in a busy hotel during holidays and weekends. This has provided me with invaluable experience in dealing with customers, constantly striving to ensure they are satisfied, and learning how to resolve any issues or complaints.

I want to work in a supportive and nurturing work environment where hard work and endeavour are valued and rewarded. I am writing to you because I believe that ByrneWallace is such a firm, where there is opportunity for career development and the possibility of further training to allow me to achieve my career goals.

I believe that I would be a good fit for your organisation and would be extremely grateful to be considered for interview with your firm. I have attached a copy of my Curriculum Vitae for your information and I look forward to hearing your response.

Yours sincerely,

Sophie Beirne