

Terungwa Roy Shaapera,
126b, Rathgar Road.
Rathgar.
Dublin.
15/09/2019.

The Managing Partner,
Byrne Wallace.
88 Harcourt Street,
Dublin 2,
D02 DK18,
Ireland.

Dear Sir/Madam,

I am a final year law student at Dublin Business School and I will be rounding up the course in the coming academic year (May 2020). I am actively looking for some workplace experience requisite for a legal career and I wish to apply for trainee position at your firm. I some have existing workplace and academic based skills and experience that can be transferred to a workplace if I am given the opportunity to work with you.

I have specific interest in the evolving discussions in law on areas such as; EU Law/Brexit, intellectual property law, Data Protection/GDPR, Administrative law, international law and co-operate/commercial law. I am confident that at Byrne Wallace I will be closely supervised and taught the necessary skills required to be competent in these areas.

I am significantly experienced with administrative roles over time which were interwoven with some tenets of a legal career. I am also a proficient writer and conscientious researcher who is dedicated to learn and find resolves to pending issues or task given to me.

From an accumulation of both academic and professional experience from English/literary studies and LLB Law as an Undergraduate to Literature and cultural studies at Postgraduate level, both lead to me develop some specific strengths as indicated below:

v: Past management of a large pool of clients and customers leading to strong communication and interpersonal workplace related skills.

v: Creative and innovative thinking with the ability to function excellently within a team or even with minimal supervision whilst still striving for and delivering maximum results.

v Versatile expertise, Fast paced and an ability to navigate challenging tasks by providing diverse approaches in problem solving.

v Administrative and technical skills from secretarial positions overtime.

v. Independent researcher and freelance writer with the competent skills to deliver on a job.

v. Advocate for social equality and inclusiveness of people from all backgrounds (culture, race, career, religion, gender, and politics).

I am confident that with existing background, experience and ability to act forthrightly in challenging and new opportunities I will be competent to work with you on any given task.

I have enclosed my resume and all relevant personal details in hopes for a positive reply. Thank you so much for your time and consideration.

Yours sincerely,

Terungwa Roy Shaapera
0872946500.