69 Cabra Road

Dublin 7

fokeercy@tcd.ie

 28th October 2020

ByrneWallace

88 Harcourt St

Saint Kevin’s

Dublin

Dear Sir/Madam,

I am writing to apply for a position as a trainee at ByrneWallace. As I will elaborate upon further below, I believe I have the legal knowledge and practical experience required to be a successful and effective trainee in any area in which ByrneWallace practices. I have chosen to apply for traineeship for the year 2021 in ByrneWallace because of its reputation as a law firm that is built around people and focuses on providing the best services while keeping pace with the constantly evolving world.

I am a final year student on the LL.B. programme at Trinity College Dublin. During my first three years in this course, I have achieved high grades in modules such as company law, administrative law and commercial law, all of which are relevant to areas in which ByrneWallace practices. This year I am studying intellectual property and IT law, tax law, and food law, among others, which are allowing me to experience some of the other practice areas in ByrneWallace. Last year, I studied company law and commercial law which I found very interesting and that is one of the reasons that I am applying for the traineeship programme, as I wish to work in corporate law firm. I anticipate that I will achieve a high 2.1 in my degree, which I believe shows my commitment and dedication to my studies and also my future career.

Another reason I am particularly interested in training with ByrneWallace is because of the importance the firm places on Corporate Social Responsibility, and the involvement of the firm, and staff, with various charitable organisations. I know that there is a significant focus on projects working to support educational disadvantage, which is an area I am especially passionate about. During my time in college, I have volunteered with Trinity College Dublin’s Voluntary Tuition Programme, where I tutored French and Maths to secondary school students. The Voluntary Tuition Programme is a college-run society that matches college students with students from inner-city Dublin to tutor them in advance of their state exams. As a result of my involvement with this programme, I had the opportunity to improve my time management, organisation, and presentation skills. Importantly however, this programme also allowed me to involve myself with the local community in a productive and positive way.

In order to support myself at college, I have worked since February 2020 as a till assistant at Fresh, Camden Street. I previously worked full-time as a team leader at Soho Coffee, Dublin Airport where I managed a team of ten staff. Working in these positions allowed me to hone my communication, interpersonal and teamwork skills as well as developing my analytical and problem-solving abilities. I believe that these attributes would be invaluable at ByrneWallace where there is a focus on resolving issues efficiently and effectively to ensure the best outcome for clients.

I believe the experience, skills and attributes outlined above make me a good candidate for a position as a trainee in ByrneWallace. Please find enclosed my curriculum vitae which further attests to my abilities and achievements. Thank you for taking the time to consider my application and I look forward to your response.

Yours faithfully,

Yeshna Devi Fokeerchand