

[Your Full Name]
[Your Address]
[Your Phone Number]
[Your Email Address]
[Your LinkedIn Profile]

[Date]

[Hiring Partner Name]
[Law Firm Name]
[Firm Address]

Re: Associate Position Application - [Your Name]

Dear [Mr./Ms./Mx. Last Name],

I am writing to formally express my interest in joining [Law Firm Name] as an Associate. Having recently completed my [Juris Doctor/LL.B] at [University Name], I am eager to contribute my legal research and oral advocacy skills to your firm's [Specific Practice Area, e.g., Litigation] department.

During my legal education, I focused heavily on appellate advocacy and complex dispute resolution. I am proud to highlight that I was the [Champion/Winner] of the [Year] [Name of Moot Court Competition]. This experience allowed me to hone my ability to construct persuasive legal arguments, master intricate procedural rules, and respond effectively to rigorous questioning from panels of esteemed judges and practitioners.

In addition to my success in moot court, I have maintained a strong academic record and gained practical experience as a [Legal Intern/Summer Associate] at [Previous Firm or Organization Name]. There, I assisted in drafting pleadings, conducting due diligence, and preparing case briefs for high-stakes matters. I am confident that my demonstrated ability to handle the pressures of competitive advocacy will translate directly into high-quality work product for your clients.

I have long admired [Law Firm Name] for its reputation in [mention a specific case or firm achievement]. I am eager to bring my dedication and championship-level work ethic to your team.

My resume and academic transcripts are attached for your review. I look forward to the possibility of discussing how my background and skills align with the goals of [Law Firm Name].

Sincerely,

[Your Signature]

[Your Printed Name]