

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

[Date]

[Hiring Manager Name]
[Title]
[Law Firm Name]
[Firm Address]

Dear [Mr./Ms./Mx. Surname],

I am writing to express my strong interest in the Graduate Associate position at [Law Firm Name]. Having recently completed my [Degree Name] at [University Name], I am eager to bring my legal research skills and proven oral advocacy talents to your [Specific Practice Area] team.

A defining highlight of my legal education was serving as the Lead Oralist for the [Name of Moot Court Competition]. Competing against [Number] teams, our team secured the [Title, e.g., National Championship], and I was personally awarded the [Title, e.g., Best Oralist] distinction. This experience required me to master complex legal doctrines, draft persuasive briefs under strict deadlines, and defend my arguments before panels of distinguished judges and practitioners. I am confident that the rigor required to achieve this championship has prepared me to handle the high-stakes litigation and advocacy work performed at [Law Firm Name].

During my studies, I also [mention one other achievement, e.g., served as a Research Assistant or completed an internship]. This allowed me to develop a meticulous approach to case law analysis and document drafting. I am particularly drawn to [Law Firm Name] because of your reputation for [mention a specific firm strength or recent case], and I am eager to contribute to your continued success.

Thank you for your time and for considering my application. I have attached my resume, academic transcripts, and a writing sample for your review. I look forward to the possibility of discussing how my advocacy background can benefit your firm.

Sincerely,

[Your Signature]

[Your Printed Name]