

ALBERTA ADUBEA ADU

Accra, Ghana

+233 50 732 0181 | +233 24 411 2033

adualberta655@gmail.com

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The Recruitment Partner

Fitch Attorneys

Accra, Ghana

APPLICATION FOR PUPILLAGE

Dear Sir/Madam,

I am writing to express my strong interest in joining Fitch Attorneys as a Pupil following my successful completion of the Professional Law Course at the Ghana School of Law and my anticipated Call to the Ghana Bar. It would be a privilege to commence my legal career with a firm renowned for its excellence, professionalism, and commitment to delivering innovative legal solutions.

Throughout my legal education, I have deliberately pursued opportunities that have strengthened both my academic knowledge and practical legal skills. Most recently, I completed my compulsory court internship with the Judicial Service of Ghana, where I assisted Judges with legal research, preparation of legal memoranda, case summaries, judicial correspondence, and case management while maintaining the highest standards of confidentiality and professionalism. Prior to this, I interned with Integri Solicitors & Advocates, where I gained practical experience in litigation, corporate and commercial matters by conducting legal research, drafting contracts, pleadings, legal opinions, and client correspondence, preparing court processes, and assisting with client consultations. These experiences have sharpened my analytical thinking, legal writing, drafting, and advocacy skills while reinforcing the importance of professionalism and ethical legal practice.

One of my greatest strengths is legal research. I enjoy analyzing complex legal issues, identifying relevant statutory provisions and judicial authorities, and producing well-reasoned legal opinions and memoranda. I am meticulous, intellectually curious, and committed to ensuring that my work is accurate, thorough, and commercially practical. I am confident in my ability to undertake comprehensive legal research that supports effective case strategy, informed decision-making, and excellent client service.

I am particularly interested in developing my practice in Corporate and Commercial Law, Dispute Resolution, Employment and Labour Law, Real Estate and Property Law, and Alternative Dispute Resolution. Fitch Attorneys' reputation for excellence in these practice areas makes the firm an ideal environment in which to develop my skills under the guidance of distinguished practitioners. I am eager to contribute my strong research capabilities, drafting skills, attention to detail, and commitment to excellence while learning from some of the country's leading legal professionals.

In addition to my legal training, I bring over eight years of professional experience supporting senior executives across consulting, healthcare, telecommunications, and corporate environments. This experience has equipped me with exceptional organizational

ability, sound judgment, discretion, stakeholder management, and the ability to perform effectively under pressure. I believe these qualities, together with my legal training, will enable me to make a meaningful contribution to your firm from the outset.

I would be honoured to be considered for pupillage at Fitch Attorneys. I am enthusiastic about the opportunity to contribute to your firm's continued success while developing into a competent, ethical, and commercially minded legal practitioner. I welcome the opportunity to discuss my application further and would be grateful for the opportunity to interview at your convenience.

Thank you for your time and consideration. I look forward to hearing from you.

Yours faithfully,

ALBERTA ADUBEA ADU