

Intern and Trainee Recruitment Programme

Shape your future in
law with one of Ireland's
leading corporate and
commercial law firms.

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PHILIPLEE

DUBLIN | LONDON | NEW YORK

A Note from Our Managing Partner



Dear future trainee,

Although no two law firms have exactly the same culture and outlook, it can often be a challenge for potential traineeship applicants to differentiate between them.

How can you tell law firms apart, or whether a law firm offers the kind of culture and training environment that is right for you?

At Philip Lee we embrace individuality. We place a premium not just on legal knowledge but also on the ability to push, prod and provoke.

The Philip Lee Mentoring Programme pairs trainee solicitors with partners and associates on a rotational basis, providing a supportive environment for trainees to develop their personal and professional skills.

We encourage our trainees to take a high degree of ownership and responsibility as we believe that this helps them to discover their interests and ultimately to realise their potential. The firm's culture of curiosity creates a unique learning environment where talent and personality are encouraged to flourish.

We would be delighted to receive your application if you have some or all of the following qualities:

- a love of learning
- a strong academic record
- commercial awareness
- strong writing and research skills
- an engaging and positive character
- interesting experience
- great listening skills
- an interest in the firm's areas of expertise

You will find all of the information you need regarding our application process in this booklet, and on our website philiplee.ie.

Best of luck,

Jonathan Kelly
Managing Partner

Introduction

Background

Philip Lee is a full service corporate law firm based in Dublin, with further offices in London and San Francisco. We are also part of Multilaw, one of the largest international law firm networks in the world. There is a strong international and EU law dimension to our work. The firm is ranked 'Top Tier' by International Law Firm Guides across a number of specialist practice areas and many of our lawyers are listed as 'leading individuals' in these areas, including:

- Construction, projects and PPP
- Corporate/M&A
- Data privacy and technology
- Dispute resolution and litigation
- Employment
- Energy
- Climate Finance
- Environment and climate
- EU, competition and state aid
- Intellectual property and technology
- Media and entertainment
- Procurement
- Real estate and planning
- Tax

International Offices

Our office in Dublin is enhanced by offices in San Francisco set up in 2012, and our London office set up in 2018. This growth reflects the firm's strengths in EU and international trade, intellectual property, information technology, foreign direct investment and venture capital. We are one of the fastest growing firms in Dublin.

Education and Social Programmes

In addition to salary, trainees will have their Law Society Professional Practice Course fees paid by the firm. The firm also provides support to staff engaging in further education and training with the assistance of our in-house Training Manager relevant to their practice area. Our social, wellness and diversity committees organise a wide range of sporting, entertainment, charitable and educational activities throughout the year.

Philip Lee Wellness Programme

At Philip Lee, we believe a strong firm needs healthy vibrant employees and we ensure our 180 employees get the support they need. We understand that in the legal profession our lawyers and support teams operate continually in a high pressure environment.

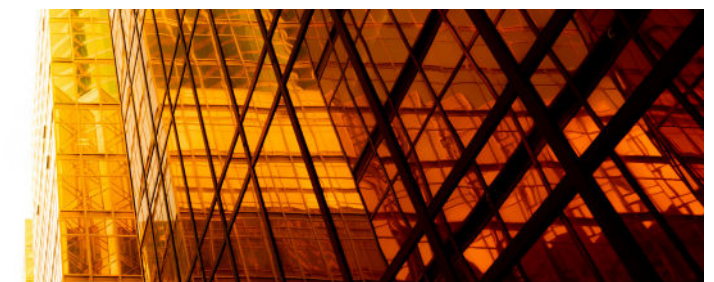
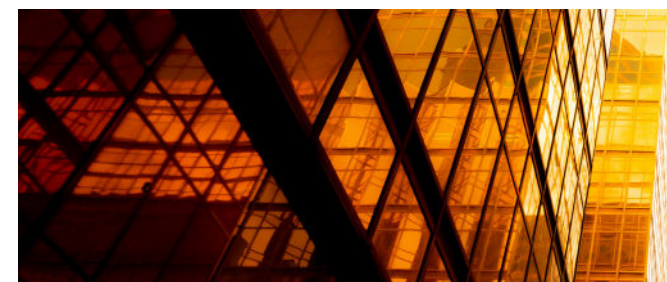
Our HR Director, Nicola McKenna launched the firm's first ever wellness programme in 2017 to support, promote and sustain the well-being of the employees. The programme is structured around four specific areas - stress reduction, mindfulness, work-life balance and health and nutrition which has been a huge success!



Responsive, transparent and commercial.



First-class legal work underpinned by sound commercial instincts.



Inside Perspectives: Intern and Trainee



Callum Gillespie

TRAINEE

Callum Gillespie

Before joining Philip Lee, I obtained my Bachelor's degree in Economics, Politics & Law from Dublin City University in 2019 and subsequently completed an LLM at Trinity College Dublin in 2020.

I initially joined the Philip Lee as an intern in October 2021 where I was assigned to the Employment team. During this time, I also completed my FE-1 examinations with the firm's support. Later that year, I was delighted to accept a training contract with Philip Lee. The wide variety of services offered by Philip Lee makes it extremely appealing for any individual looking to gain valuable experience in the legal field with a top law firm. Since joining, I have completed rotations in the Property, Construction and Banking departments.

From the outset, I was entrusted with meaningful tasks and a great variety of work, while also benefiting from the collegiality and helpfulness of senior colleagues who are always ready to

offer advice or lend a helping hand. From a trainee's perspective, you are an integral part of the team and the emphasis which the firm places on a positive work culture and open-door policy is highly encouraging, and benefits trainees in developing both professionally and personally.

The firm's commitment to professional development is evident in the ongoing training and mentorship provided. Beyond the day-to-day legal work, the firm also offers a variety of extracurricular activities, from sports teams to social events, which enrich the overall experience and foster a strong sense of community. My journey with the firm so far has been both rewarding and empowering, providing an ideal environment for growth and learning.

I am very grateful to be training with Philip Lee and would strongly encourage any ambitious graduate who is willing to learn and grow to apply to the Philip Lee intern and trainee programme.

I joined Philip Lee as an intern in 2020 after graduating from NUI Galway in the same year with a bachelor's degree in civil law. I undertook my FE-1 examinations while working in Philip Lee and was delighted to accept a training contract with the Firm in 2021.

The Firm offers a broad variety of sectors and services, which affords the opportunity at an early stage in your career to gain insight into how these different areas of the law operate in practice. I worked in the environmental and planning department and gained experience in the energy sector. Following that, I completed rotations in the data protection and litigation department and the projects, construction and procurement group.

As a trainee in Philip Lee, your work is valued, and views are welcomed. You are an integral part of the team and are afforded the opportunity to engage in a meaningful way with the work being

carried out. You're encouraged to ask questions and share your ideas, and in this regard the firm embraces an open-door policy. The ability to learn directly in this way from partners and associates who are experts in their respective fields is invaluable throughout your training. This hands-on approach to training in the firm allows for continuous learning and improvement in your work, which is particularly important as you near qualification.

I've enjoyed seeing the firm grow since I joined in 2020, particularly in terms of its headcount, facilities, and expertise. It has been encouraging to see the growth of the firm while it maintains its character and continues to take an interest in each individual, on a personal and professional level.

I'm pleased to start a new role in January 2025 as a newly qualified solicitor with the Philip Lee employment team.



Fiona McLoughlin

ASSOCIATE

Fiona McLoughlin

Application Process

Please note that applications for our 2025/2026 Trainee Programme are now closed.

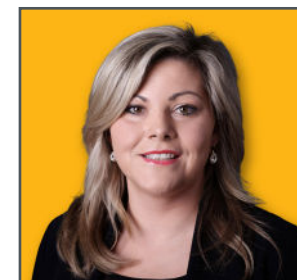
If you are interested in our Summer Internship or future Trainee Programmes, you can download a copy of the application form from our website. Completed applications, along with a cover letter, should be sent to our HR Manager, Niamh Kinsella, at careers@philiplee.ie.

For any queries regarding our summer internships or trainee opportunities, please contact HR Manager, Niamh Kinsella at +353 1 237 3700 or via email.

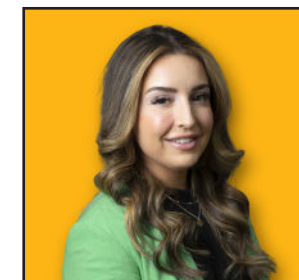
SUMMER INTERNSHIP PROGRAMME KEY STAGES



Graduate Recruitment Team



Nicola McKenna
HR Director



Niamh Kinsella
HR Manager



Hannah O'Shaughnessy
HR Executive



Katie O'Connor
HR Administrator

Social Media

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