

Bay Shen

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BDO
Toronto, Ontario

RE: Co-op or Intern, Transaction Services - May 2025

Dear Hiring Team,

My name is Bay Shen, and I am currently a second-year student at the Schulich School of Business pursuing my Bachelor of Business Administration. I was introduced to BDO's student opportunities through LinkedIn and was impressed with the responsibility given to interns and excellent learning opportunity. Due to this, I am interested in pursuing a internship position at your firm and have enclosed my resume and background information below.

During the summers leading up to university, I interned at a financial education start-up called ExplorerHop. My first stint there, I was responsible for developing in-house market simulation software and analyzing user trade data. I developed a strong skillset in quantitative analysis and programming in Python. During the next two summers, I moved to the Project Management team, where I managed a two-month long data migration project, as well as developed and deployed a \$10,000 advertising campaign, achieving 31% more conversions with 24% less cost-per-conversion.

During the winter of my freshman year, I completed an internship at Pycap, a venture capital firm. There, I was able to apply my knowledge in a practical setting by scrutinizing business plans, financial projections, and conducting due diligence on potential tech startup investments.

Currently, I am completing an internship at Aimstar Capital Group, a CIRO-regulated securities dealer. This experience has included conducting analysis on REIT investments and working on transactions, which has helped me gain a deeper understanding of the M&A and financing processes. Throughout my time in this role, I have had the chance to hone my communication skills in a bilingual environment. I also had the opportunity to work on the public offering of a Singapore-based healthcare company on NASDAQ, which is due to go through in Q2 of 2025.

To further hone my technical skills, I joined the York University Student Investment Fund (YUSIF) as part of the technology, media and telecommunications coverage group. At the fund, I not only learn valuable technical skills such as financial modelling and S&P Capital IQ but also how to work effectively in a team, manage my time, and adhere to strict deadlines. Likewise, my experience as a Member Development associate on the York Finance Club (YFC) allows me to give back to the Schulich community, as I support 80+ students in learning about the technical skills needed to pursue a career in finance. Alongside this, my time mentoring a high school robotics team and being an executive on the Scarborough Stem Alliance allows me to contribute to my local community outside of Schulich.

Given my experiences and competitive academic background, I believe that I am a particularly good fit for the internship at your firm. I look forward to joining and contributing to your firm. I welcome the opportunity to discuss my qualifications with you and learn more about BDO at your earliest convenience. I can be reached at 437-777-0090 or via email at bayshen@gmail.com. Thank you very much for your time and consideration.

Sincerely,

Bay Shen