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Hiring Team

Arup

Toronto, ON

Dear Hiring Team,

When I first came across the Project Management Intern position at Arup, I felt an immediate spark of excitement. As someone deeply passionate about projects that not only build physical structures but also foster inclusive and sustainable communities, I see Arup as a place where I can truly contribute and grow.

In my previous role as a Project Coordinator for the Youth Innovation Program, I honed my ability to **manage project scope, schedules, and budgets** across multiple initiatives, delivering all on time and within budget. Collaborating with cross-functional teams, I tackled challenges head-on, whether it was **resolving design roadblocks** or streamlining processes with organized documentation like meeting minutes, trackers, and risk registers. Each task reinforced my belief in the power of multidisciplinary coordination to achieve impactful results.

One of my proudest moments was helping a team successfully implement a new reporting dashboard that improved communication and transparency for stakeholders. It was a reminder of how even small contributions can create ripple effects in driving project success.

What excites me most about Arup is your unwavering commitment to sustainable development and your reputation for solving the “impossible.” Projects like the Finch West LRT and Queen’s Quay West Revitalization demonstrate not only innovation but also a deep respect for the communities they serve. I want to be part of a team that values curiosity, collaboration, and the pursuit of shaping a better world—qualities that resonate strongly with my own ambitions.

With proficiency in Microsoft Office Suite and an eye for detail, I thrive in fast-paced environments where **critical thinking** and **prioritization skills** are key. I’m always eager to take on new challenges and contribute to meaningful work.

Thank you for considering my application. I’d love the opportunity to bring my dedication and skills to Arup and play a role in delivering exceptional projects. I look forward to the possibility of discussing how I can contribute to your team.

Sincerely,

Tasnim Nahar