Job Posting:170108 - Position: F25 Co-op Student - Technology Specialist (Software Solutions) 170108

Co-op Work Term Posted:	2025 - Fall
App Deadline	06/09/2025 09:00 AM
Application Method:	Through Employer Website
Posting Goes Live:	05/27/2025 11:20 AM
Job Posting Status:	Approved

ORGANIZATION INFORMATION

Organization	Equitable Life of Canada
Postal Code / Zip Code	N2J 4C7
Province / State	Ontario
Country	Canada

JOB POSTING INFORMATION

Placement Term	2025 - Fall
<b> Job Title <b>	F25 Co-op Student - Technology Specialist (Software Solutions) 170108
Position Type	Co-op Position
Job Location	Waterloo, ON
Country	Canada
Duration	4 months
Work Mode	Hybrid
Salary Currency	CAD
Salary	Salary Not Available, 0 Major List

Job Description

Position Title: Co-op Student - Technology Specialist (Software Solutions)
Job ID: Req #2794
Reports To: Director, Individual Actuarial Inforce and Policy Tax
Department: Individual Financial Reporting
Term: Temporary Full-Time, Four (4) Month Contract
Work Term: September 2, 2025 - December 19, 2025
At Equitable, we realize that your work life is not just about performing a job; it's about being part of a workplace that helps you grow and reach your full potential. Within our friendly and collaborative work environment, we recognize that the key to our growth and success is a dedicated, motivated and client-responsive staff. Join Equitable today.
Work Arrangements: This is a hybrid role. You will work in our office in Waterloo, ON a minimum of two (2) assigned, consecutive days every other week, plus a fifth (5th) assigned day per month. You are welcome to work from the office more than the minimum requirement and there may be some roles that are required to work in our office more than the minimum requirement.
The Opportunity:?We are searching for an industrious and self-motivated individual to join our Individual Actuarial Inforce and Policy Tax team. This individual should have a strong process improvement mindset, continually seek out ways to improve efficiency and possess exceptional communication skills.
In this role, you will work in our Individual Insurance department on a team that oversees policyholder tax administration and answers complex queries related to policyholder tax and inforce policies.
What you will be doing:

- Collaborate with colleagues on the Individual Actuarial Inforce and Policy Tax team to develop new software solutions
- Review processes that the Individual Actuarial Inforce and Policy Tax team performs
- Recommend and implement improvements to the processes
- Develop robust documentation to support the updated processes

What's in it for you:
- A healthy work-life balance with employee wellness top of mind
- We value open, honest communication between team members, challenging each other to continually improve
- Employee resource groups that support an inclusive work environment
- An onsite full-service cafeteria with a variety of daily options
- Regular EQ Together events focused on company togetherness and collaboration
- Compensation package includes:
- In Lieu of Benefits - 4% added to each bi-weekly pay
- In Lieu of Vacation - 4% added to each bi-weekly pay
- Employer provided equipment
- Opportunity to participate in our buddy program dedicated to Co-op students

This role is open due to an existing vacancy.

To learn more about Equitable, we encourage you to explore our organization.

At Equitable, we are committed to providing equal access to employment opportunities across our organization. Please contact our HR team at careers@equitable.ca if you would like to receive our job postings in an alternative format or require an accommodation with the application process.

Job Requirements

What you will bring:
- Excellent communication skills (verbal and written)
- Strong problem solving and critical thinking skills
- Strong process improvement mindset
- Strong time management skills with commitment to meeting deadlines
- Strong knowledge of Microsoft Excel including VBA
- Solid knowledge of a coding language (e.g. Python, C, C++)
- Solid knowledge of SQL
- Knowledge of Automation Suite Tools (e.g. Pyautogui, Selenium) is an asset
- Prior participation in Hackathon(s) or Design Team(s) is an asset
- Knowledge of API usage is an asset
- Previous exposure to Individual Life and Health products and taxation is an asset

As part of the recruitment/offer process you will be required to:
- Undergo a criminal background check

Citizenship Requirement   N/A

APPLICATION INFORMATION

Application Procedure   Through Employer Website
Cover Letter Required?   Optional
Address Cover Letter to   Hiring Manager
Special Application Instructions

Application Link:

https://can251.dayforcehcm.com/CandidatePortal/en-US/equitable/Posting/View/14534
Please click the "I intend to apply to this position" button on SCOPE and also submit your application via the employer's website. **Applications are accepted on a rolling basis and the posting may be expired at any time by the employer as submissions are received. Students should submit their applications as soon as they are ready.**