

## **Job Posting:173899 - Position: W26 HPS SW Agile PMO Intern 173899**

<b>Co-op Work Term Posted:</b>	2026 - Winter
<b>App Deadline</b>	10/06/2025 09:00 AM
<b>Application Method:</b>	Through Employer Website
<b>Posting Goes Live:</b>	09/29/2025 09:24 AM
<b>Job Posting Status:</b>	Approved

## **ORGANIZATION INFORMATION**

<b>Organization</b>	HP
<b>Country</b>	Canada

## **JOB POSTING INFORMATION**

<b>Placement Term</b>	2026 - Winter
<b>&lt;b&gt; Job Title &lt;/b&gt;</b>	W26 HPS SW Agile PMO Intern 173899
<b>Position Type</b>	Co-op Position
<b>Job Location</b>	Vancouver, BC
<b>Country</b>	Canada
<b>Duration</b>	4 or 8 months
<b>Work Mode</b>	To be confirmed
<b>Salary Currency</b>	CAD
<b>Salary</b>	0.0 per hour for 0 Major List
<b>Salary Range \$</b>	\$3,700 to 5,000 per month
<b>Job Description</b>	

### **Key Responsibilities:**

Assist in the planning, execution, and monitoring of the programs.  
Support the Agile PMO team in maintaining documentation, including delivery metrics, calendar and so on.  
Participate in daily stand-up meetings, sprint planning, and retrospectives.  
Collaborate with cross-functional teams to ensure alignment and effective communication.  
Help track OKRs progress and identify potential issues or roadblocks.  
Contribute to the continuous improvement of agile processes and practices.  
Assist in the preparation of APMO presentations and reports for stakeholders.  
Perform other administrative tasks as needed to support the Agile PMO team.

### **Technical Responsibilities:**

Assist in the configuration and management of project management tools such as JIRA, Miro boards and Harvester.

### **What We Offer:**

Hands-on experience in an agile software delivery environment.  
Mentorship and guidance from experienced professionals.  
Opportunity to work on real projects and make a meaningful impact.  
Flexible working hours to accommodate your academic schedule.  
Networking opportunities within the software industry.

### **Other Information:**

Preference will be given to Co-op Students currently enrolled in an Undergraduate program.

Please upload a copy of your unofficial transcript with your application.

**4-month or 8-month (preferable) work term.**

Start date: January 2026

Full-time with the possibility of extension and/or permanent career positions

The typical base pay range for this co-op role is \$3,700 to 5,000 per month. Pay within this range will be based on the review of experience, skills and internal equity. You will not be eligible to participate in HP's group benefit programs, including health, dental, or other extended benefits. During your employment term, you will receive vacation pay in accordance with employment standards legislation and will be covered under applicable provincial workplace safety insurance programs.

## **Job Requirements**

**Qualifications:**

Currently pursuing a degree in Project Management, Business Administration, Computer Science, or a related field.

Basic understanding of agile methodologies and project management principles.

Strong organizational and time management skills.

Excellent communication and interpersonal skills.

Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).

Ability to work independently and as part of a team.

Detail-oriented with a proactive attitude.

**Technical Qualifications:**

Familiarity with project management tools such as JIRA, Co-Pilot.

Previous internship or coursework related to project management or agile methodologies.

Strong analytical and problem-solving skills.

**Citizenship Requirement**      N/A

## **APPLICATION INFORMATION**

**Application Procedure**      Through Employer Website

**Special Application Instructions**

**Please click the "I intend to apply to this position" button on SCOPE and also submit your application via the employer's website.**

Application Link: [https://hp.wd5.myworkdayjobs.com/ExternalCareerSite/job/Vancouver-British-Columbia-Canada/HPS-SW-Agile-PMO-Intern\\_UNI3309-1](https://hp.wd5.myworkdayjobs.com/ExternalCareerSite/job/Vancouver-British-Columbia-Canada/HPS-SW-Agile-PMO-Intern_UNI3309-1)

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.