

Job Posting: 177185 - Position: S26 Enterprise Solutions, Business Analyst Co-op/Internship (Summer 2026) 177185

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| Co-op Work Term Posted: | 2026 - Summer |
| App Deadline | 01/22/2026 09:00 AM |
| Application Method: | Through Employer Website |
| Posting Goes Live: | 01/15/2026 12:10 PM |
| Job Posting Status: | Approved |

ORGANIZATION INFORMATION

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|------------------------|--|
| Organization | British Columbia Investment Management Corporation (BCI) |
| Address Line 1 | 750 Pandora Ave |
| City | Victoria |
| Postal Code / Zip Code | V8W 0E4 |
| Province / State | BC |
| Country | Canada |

JOB POSTING INFORMATION

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| Placement Term | 2026 - Summer |
| Job Title | S26 Enterprise Solutions, Business Analyst Co-op/Internship (Summer 2026) 177185 |
| Position Type | Co-op Position |
| Job Location | Victoria, BC |
| Country | Canada |
| Duration | 4 months |
| Work Mode | Hybrid |
| Salary Currency | CAD |
| Salary | 0.0 per hour for 0 Major List |
| Salary Range \$ | \$2,330.00 gross bi-weekly or \$2,155.00 gross bi-weekly + vacation leave paid based on 6% of salary |

Job Description

Use your analytical and problem-solving skills in a fast-growing company where you can have an impact. The British Columbia Investment Management Corporation (BCI) is currently seeking an Enterprise Solutions Business Analyst co-op student/intern for the Summer 2026 work term (May to August) to provide analytical and documentation support in the implementation and enhancement of enterprise-wide business solutions.

WHAT YOU NEED TO KNOW

BCI manages a globally diversified portfolio of assets valued at \$295 billion and is one of Canada's largest institutional investors. We invest globally to support pension and other funds for more than 30 clients based in British Columbia. We are proud to have been chosen as one of **Canada's Top 100 Employers** and **BC's Top Employers**. These national and provincial competitions recognize employers who offer exceptional workplaces for their employees.

The Enterprise Solutions Business Analyst co-op/intern will work within our Technology department. This is a great opportunity for you to learn and apply your knowledge to support the development and implementation of enterprise solutions, contribute to IT and

business projects, and gain real-world experience in a dynamic investment environment.

WHO YOU WILL WORK WITH

The Technology department is responsible for developing technology solutions that contribute to the achievement of BCI's mission and long-term goals. The department manages the corporation's business applications and information technology infrastructure, providing support to a large group of financial professionals. The Enterprise Solutions team works with other Technology teams as well as internal client departments and vendors to create, configure, and implement enterprise applications.

WHAT YOU WILL BE DOING

- Assist in the implementation and data migration of new enterprise solutions and tools
- Collaborate with IT and business teams to configure, test, and deploy enterprise applications
- Document implementation processes, technical specifications, and user guides
- Support the team in conducting business impact assessments to evaluate changes and their implications
- Participate in governance activities, ensuring compliance with established guidelines and best practices
- Contribute to various IT and business projects, providing analytical support and innovative solutions
- Engage in team meetings and project discussions, offering insights and feedback on ongoing initiatives
- Conduct research on emerging technologies and industry trends to support project development and decision-making
- Translate user requirements into technical specifications and workflow diagrams
- Maintain support documentation and content in relevant repositories (e.g., Confluence, Jira)

WHAT WE OFFER

- Career development and training provided by experienced IT professionals to help build current industry skills
- Work with a dynamic team in a fast-paced environment
- The development of real-world skills at one of the largest institutional investors in Canada
- Exposure to some of the most talented, approachable, and inspiring people in the industry
- The ability to opt-in for access to Dialogue, a user-friendly app that offers virtual primary care, employee and family services, and mental health supports
- Time to connect with co-op students & interns at BCI - build your network and shared learning
- Two paid days per year for volunteering
- Competitive pay: \$2,330.00 gross bi-weekly or \$2,155.00 gross bi-weekly + vacation leave paid based on 6% of salary (\$2,330.00 gross biweekly for those with (or working towards) a graduate and \$2,155.00 gross biweekly for those with (or working towards) an undergraduate degree, diploma, or certificate)
- Travel: if coming to Victoria for this work term, BCI will provide a fixed-rate travel allowance based on your location

THE DETAILS

- Work term: **Summer 2026** (May to August)
- Department: **Technology**
- Office Location: 750 Pandora Avenue, Victoria, BC
- Spend your off hours exploring beautiful Victoria and Vancouver Island
- All co-ops/internships will need to be completed in person at our Victoria office with the option to work one day per week from home. Please note, some positions are not eligible for hybrid work.

Job Requirements

REQUIRED SKILLS

- Currently enrolled in a university programme related to business analysis, information systems, or computer science
- Strong analytical and problem-solving skills
- Excellent verbal and written communication
- Ability to document technical processes and create user guides
- Team player with a willingness to learn new tools and technologies
- Organised, detail-oriented, and able to meet deadlines
- Professionalism and strong interpersonal skills

Citizenship Requirement N/A

APPLICATION INFORMATION

Application Procedure Through Employer Website

Cover Letter Required? Yes

Special Application Instructions

APPLICATION LINK: https://bci.wd10.myworkdayjobs.com/en-US/BCI_Careers/details/Enterprise-Solutions--Business-Analyst-Co-op-Internship--Summer-2026-_JR101369?jobFamily=0eb78d2d472c016710ecea23a2168513

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.