Job Posting: 176117 - Position: S26 2026 Summer Student Opportunities Technology & Operations - Business Support, 4 Months 176117

Co-op Work Term Posted: 2026 - Summer
App Deadline   01/07/2026 11:59 PM
Application Method: Through Employer Website
Posting Goes Live: 12/16/2025 03:10 PM
Job Posting Status: Approved

ORGANIZATION INFORMATION

Organization   RBC (Royal Bank of Canada)
Country   Canada

JOB POSTING INFORMATION

Placement Term   2026 - Summer
<b> Job Title <b>   S26 2026 Summer Student Opportunities Technology & Operations - Business Support, 4 Months 176117
Position Type   Co-op Position
Job Location   Various Locations
Country   Canada
Duration   4 months
Work Mode   To be confirmed
Salary Currency   CAD
Salary   Salary Not Available, 0 Major List
Job Description

Req ID: R-0000152077
Job Description
What is the opportunity?
Are you interested in the opportunity to work as a **Business Support** Co-op at RBC? By applying to this job posting, you will be considered for multiple roles available across RBC Technology & Operations.

Some exciting roles you'll be considered for are:
• Business Systems Analyst
• Operations Analyst
• Project Control Officer
• Communications Analyst

What will you do?
• Analyze business requirement documents to identify, track, and resolve business system issues and software requirements.
• Assess, research, analyze, and document stakeholder needs and support the development of business solutions that satisfy client needs.
• End-to-end collaborative gathering and documentation of information.
• Experience creating process documents & end-user documentation and training.
• Collaborate with various groups to ensure IT project portfolio data is accurate and any variances are corrected.
• Create/update detailed project schedules.

•Assist in the creation and maintenance of web content, including wording for training material, user guides, FAQs, etc.
•Help to ensure the communication needs and requirements of T&O functional areas are being met and are in line with site
 infrastructure and prepared for upcoming technology.

Job Requirements

Must-have

• Currently enrolled at a Canadian post-secondary institution with a focus on Business Technology Management, Business
  Analysis, Commerce, Project Management, Communications Design, or equivalent.
•Leadership acumen and a passion to apply it in a dynamic business environment.
•Excellent interpersonal and highly developed communication skills (verbal and written).
•Creative and analytical thinker who is self-driven and capable of working in a fast-paced environment.
•Strong MS Office skills - Word, Outlook, Excel, and PowerPoint.
•Knowledge or experience with business analysis process (requirements gathering, documentation, use cases).

Nice-to-have

• Capability to manage multiple priorities across a number of assignments and prioritize effectively.
•Experience with or understanding of IT Standards, Methodologies, System Development Life Cycle (SDLC), Project Management
 Framework (PMF), and industry leading software, including Adobe Creative Suite.
•Knowledge of Risk Assessment & Quantification methodologies.
•Experience creating process documents.
•Understanding of multimedia/interactive design principles.
•Experience working with brand standards and delivering on brand strategy.

Citizenship Requirement   N/A

APPLICATION INFORMATION

Application Procedure   Through Employer Website

Special Application Instructions

<mark>Please click the "I intend to apply to this position" button on SCOPE and also submit your application via the employer's
website.</mark>
Application Link: 2026 Summer Student Opportunities Technology & Operations - Business Support, 4 Months in TORONTO,
Ontario, Canada | Rotational Programs | Internships at RBC | Jobs at RBC
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.