

Job Posting: 178521 - Position: S26 Customer Data Technician 178521

Co-op Work Term Posted:	2026 - Summer
App Deadline	03/09/2026 09:00 AM
Application Method:	Through Employer Website
Posting Goes Live:	02/20/2026 02:48 PM
Job Posting Status:	Approved

ORGANIZATION INFORMATION

Organization	Canada Life
Address Line 1	330 University Ave.
Address Line 2	Human Resources
City	Toronto
Postal Code / Zip Code	M5G 1R8
Province / State	ON
Country	Canada

JOB POSTING INFORMATION

Placement Term	2026 - Summer
 Job Title 	S26 Customer Data Technician 178521
Position Type	Co-op Position
Job Location	Multiple Locations
Country	Canada
Duration	4 months
Work Mode	Hybrid
Salary Currency	To be confirmed
Salary	CAD
Salary Range \$	39100.0 per year for 0 Major List
Job Description	\$39,100 - \$58,600 annually.

Job Title: Customer Data Technician (Student Position)

Job ID: 5324

Location: Kitchener, ON | Toronto, ON | London, ON | London, ON | Winnipeg, MB

This is a student position that is 4 months in duration for the term May - August. You must be a student registered in a Canadian College or University.

This position is for students returning to school after their work term or requiring a placement as requirements for graduation. While not required, preference will be given to students enrolled in a registered Co-op program.

Applicants are required to submit both their resume and their most recent unofficial transcript as part of the application process.

As one of Canada's leading MGAs, Financial Horizons helps over 6,500 independent advisors grow their businesses and achieve their vision of success. Financial Horizons has over 30 offices and more than 350 employees - all focused on amplifying their business with the right opportunities and solutions at the right time?for them.?

Canada Life acquired Financial Horizons in 2017. Canada Life is a member of the Power Financial Corporation group of companies and serves?the financial security needs of more than 13 million people across Canada, with additional operations in Europe and the United States.

Financial Horizons continues to operate independently in the marketplace.?

Join a creative, collaborative team making an impact across our organization!

The **Customer Data Technician Student** is responsible for ensuring the accurate, complete, and timely integration of data feeds from carrier partners into the back?office system. This role plays a key part in maintaining data quality by validating records, reconciling discrepancies, and supporting onboarding activities for new clients, advisors, and books of business.

The student works closely with other Financial Horizon teams to support system migrations, streamline data processes, and maintain the integrity of client and advisor information across the organization.

What You'll Do

- Integrate data feeds from external partners into the back?office system (WealthServ) and verify that all information is accurate and complete
- Validate the success of data?feed integrations, including reviewing and addressing system rejections
- Perform data?reconciliation tasks such as updating beneficiaries, plan types, client demographics, contact details, and related data fields
- Identify and remove duplicate clients, plans, and records to maintain data integrity
- Review data feeds for new books of business and reconcile key information against carrier sites to ensure completeness and accuracy
- Participate in migration and onboarding projects by reviewing client, advisor, and plan data - validating, updating, and creating records as required
- Support the Team Lead by tracking progress on project milestones, data?mapping exercises, and related deliverables

Why Join Us

- Play a key role in ensuring high?quality, accurate data that supports business operations and client service
- Gain hands?on experience with data reconciliation, system integrations, and back?office processes
- Build skills highly valued in data operations, financial services, and business?system administration
- Collaborate with experienced team members and receive guidance and support throughout onboarding and project work
- Contribute to meaningful projects such as system migrations, data?quality improvements, and onboarding of new books of business
- Join a team that values accuracy, collaboration, and continuous improvement

The base salary for this position is between **\$39,100 - \$58,600** annually. This represents base salary only and does not represent other variable compensation components of our total compensation (i.e. annual bonus, commission etc). If you are selected to move forward in our recruitment process, your recruiter will be able to discuss additional details of our total rewards program with you.

For our student opportunities, the base salary will be dependent on the number of work terms you have completed along with other factors depending on your program.

Career opportunities will be open a minimum of 5 business days from the date of posting, closing dates will vary depending on the search activity. All applications received will be reviewed on a rolling basis.

Be your best at Canada Life- Apply today!

Being a part of Canada Life means you have a voice. This is a place where your unique background, perspectives and talents are valued, and shape our future success.

You can be your best here. You're part of a diverse and inclusive workplace where your career and well-being are championed.

You'll have the opportunity to excel in your way, finding new and better ways to deliver exceptional customer and advisor experiences.

Together, as part of a great team, you'll deliver on our shared purpose to improve the well-being of Canadians. It's our driving force. Become part of a strong and successful company that's trusted by millions of Canadians to do the right thing.

Canada Life serves?the financial security needs of more than 13 million people across Canada, with additional operations in Europe and the United States. As members of the Power Financial Corporation group of companies, we're one of Canada's leading insurers with interests in life insurance, health insurance, investment and retirement savings. We offer a broad portfolio of financial and benefit plan solutions for individuals, families, businesses and organizations.?

We are committed to providing an inclusive, accessible environment, where all employees and customers feel valued, respected and supported. We are dedicated to building a workforce that reflects the diversity of the communities in which we live, and to creating an environment where every employee?has the opportunity to?reach their potential.?

It is our priority to remove barriers to provide equal access to employment. A Human Resources representative will work with applicants who request a reasonable accommodation during the application process. All information shared during the accommodation request process will be stored and used in a manner that is consistent with applicable laws and Canada Life

policies. To request a reasonable accommodation in the application process, contact talentacquisitioncanada@canadalife.com. Canada Life?would like to thank all applicants, however only those who qualify for an interview will be contacted.

#LI-Hybrid

Job Requirements

What You Bring

- Currently enrolled in a post-secondary program and in your second year or higher in a related discipline such as Business, Data Analytics, Information Systems, Technology, or another field supporting data operations and analysis
- Knowledge of Microsoft 365 applications, with intermediate to advanced Excel skills
- Understanding of how to integrate and validate data within a system environment
- Familiarity with financial data, client information workflows, and data-security considerations
- Strong data-analysis skills and exposure to tools such as Power Query, Python or SQL (an asset)
- High attention to detail, strong problem-solving abilities, and a commitment to data accuracy
- Ability to work collaboratively across teams while managing competing priorities

Citizenship Requirement N/A

APPLICATION INFORMATION

Application Procedure Through Employer Website

Cover Letter Required? Optional

Special Application Instructions

Application Link:

<https://jobs.canadalife.com/job/Kitchener-Ontario-Customer-Data-Technician-%28Student-Position%29-ON-N2P-2G5/1293817301/>

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.