



Co-op Program - Data & Business Intelligence (6 months)

The Business Intelligence (BI) team at IFP Management is engaged in several initiatives, including the extensive BI project. This project involves various tasks including facilitating focus groups, communicating user requirements, preparing launch materials, and developing Power BI dashboards. The selected candidate will assist in these tasks, helping the team continue to deliver superior outcomes and maintain our commitment to excellence in our ongoing operations.

On the job you will:

- Work in collaboration with the BI team to analyze data, uncover trends, and contribute to strategic initiatives.
- Conduct and manage focus group sessions to capture comprehensive stakeholder feedback.
- Consolidate and interpret feedback to ensure it informs the business intelligence process.
- Engage with users to gather, refine, and effectively communicate their requirements to the project team.
- Develop and prepare launch materials, including presentation decks and training documentation, to ensure successful project deployment.
- Assist in the design and development of Power BI dashboards for evaluating performance against targets.
- Provide critical support in various phases of the Business Intelligence Project.
- Provide support on ad hoc tasks and projects as required by the department, demonstrating flexibility and a keenness to learn.

We are looking for someone with:

- Open to any major
- Year 3 or 4 students
- Basic technical skills in SQL or Excel, with the ability to learn visualization tools such as MS Power BI
- Ability to work independently with strong problem-solving skills.
- Fluency in Cantonese, Mandarin, and English.
- Availability to work full-time from Monday to Friday, from January to June 2025

What motivates you?

- You obsess about customers, listen, engage and act for their benefit.
- You think big, with curiosity to discover ways to use your agile approach and enable business outcomes.
- You thrive in teams and enjoy getting things done together.
- You take ownership and build solutions, focusing on what matters.
- You do what is right, work with integrity and speak up.
- You share your humanity, helping us build a diverse and inclusive work environment for everyone.

Interested students, please send your CV to campus_recruitment@manulife.com