



Summer Intern – Global Investment Operations Mackenzie Investments - Toronto Office

[Link](#)

IGM Financial Inc. is one of Canada's leading diversified wealth and asset management companies with approximately \$271 billion in total assets under management. The company provides a broad range of financial planning and investment management services to help more than two million Canadians meet their financial goals. Its activities are carried out principally through IG Wealth Management and Mackenzie Investments.

Under IGM Financial's unique business model is Mackenzie Investment, founded in 1967. Mackenzie Investments is a holistic asset-management partner for thousands of Canadian financial advisors and the investors they support.

At Mackenzie Investments You Can Build Your Career with Confidence

We have a vision and a strategy to challenge how our industry has traditionally done business, and to help Canadians be successful in the ways that mean the most to them. As part of our team, you will do some of your best work, develop some of your most valuable skills and give back in ways that make a difference in the lives of Canadians. Join an unstoppable team embedded in continuous learning, understanding, and knowledge sharing. You will thrive in our supportive environment where you can indulge your curiosity to learn, while receiving the feedback you need to refine your skills and abilities. We are dedicated to offering a hybrid work environment when applicable.

At Mackenzie Investments, advancing diversity and inclusion (D&I) is one of the strategic priorities of our organization – we're committed to doing business inclusively, and that starts with a representative workforce. We encourage applications from all qualified candidates representing the diversity present across Canada – including racialized persons, women, Indigenous persons, persons with disabilities, 2SLGBTQIA+ community, gender diverse and neurodiverse individuals, and all who may contribute to the further diversification of ideas.

Don't meet every single requirement listed in the job posting? Studies have shown that women and people with racialized identities are less likely to apply for jobs if they don't meet every single requirement. We are dedicated to building a diverse inclusive and authentic workplace, so if you're excited about this role, we encourage you to apply. If you have the skills and a strong desire to do your best work while contributing to an environment where you can indulge your curiosity to learn, you may just be the right candidate.

Position

We are currently hiring an intern looking for a summer term position, (May– August) and located in our Toronto or Winnipeg office, to support various initiatives within the Global Investment Operations Team. Candidates in an undergraduate program that will be returning to school after the internship to be eligible to apply.

Responsibilities:

- Support/lead the automation of internal certifications (Proxy Voting, FX Brokers, and Country



Market)

- Assist in project related activities related to modernizing middle office functionality and workflows.
- Assist in creating process documentation
- Front Office System Support
- Risk management reporting and workflows

Requirements:

- Registered students returning to school in 2025 in a related field
- Ability to work well in a team environment
- Excellent interpersonal, judgment & decision-making skills
- Ability to self-motivate and prioritize time-sensitive deadlines
- Proficiency in Excel
- Exposure to Finance and Accounting

The expected annual base salary range (prorated for the term) for this role is **\$68,250 and \$78,000**, which is determined based on year of study, IGM program, geographic location and candidate's skills, knowledge and experience. In addition to base salary, this role is eligible for paid time off.

IGM is a diverse workplace committed to doing business inclusively - this starts with having a representative workforce! We encourage applications from all qualified candidates that represent the diversity present across Canada – including racialized persons, women, Indigenous persons, persons with disabilities, 2SLGBTQIA+ community, gender diverse and neurodiverse individuals, as well as all who may contribute to the further diversification of ideas.

Mackenzie Investments is an accessible employer committed to providing barrier-free recruitment experience. If you require accommodation or this information in an alternate format at any stage of the recruitment process, please reach out to the Talent Acquisition team who will work with you to meet your needs.

How to Apply: Interested candidates are invited to submit their resume and a cover letter detailing their qualifications and experience to <https://www.mackenzieinvestments.com/en/careers>.

We thank all applicants for their interest in Mackenzie Investments; however, only those candidates selected for an interview will be contacted.