



COORDINATOR – RISK & COMPLIANCE

AQWEST – Delivering Water, Shaping a Community

AQWEST, the trading name of the Bunbury Water Corporation, has been at the heart of Bunbury’s story for over a century.

Established in 1905 as the Bunbury Water Board, its mission was simple but vital: to source, treat, and deliver reliable water to a growing community. More than 100 years later, that commitment is stronger than ever.

In 1996/97, AQWEST emerged through a major evolution – modernising its structure while honouring its rich legacy. Today, it stands as a forward-thinking organisation powered by cutting-edge technology, advanced engineering expertise, and a deep dedication to quality.

While the name and systems have evolved, the core promise remains unchanged: delivering high-quality water at a reasonable cost to the people of Bunbury.

AQWEST continues to meet the needs of a thriving and expanding city, ensuring every drop supports a vibrant future.

LIVE WHERE YOU WORK

Set just 175 km south of Perth, Bunbury is more than a location – it’s a lifestyle. Nestled along the stunning Southwest coast of Western Australia, this coastal gem offers the perfect balance of work, leisure, and natural beauty.

Finish your day by the ocean, explore nearby world-class wineries, dine at exceptional restaurants, or unwind on pristine beaches. With water surrounding the city on three sides, Bunbury delivers breathtaking scenery wherever you turn.

Add to that lively arts and cultural scenes, diverse community events, and all the modern amenities, you’ll find an unbeatable place to build both your career and your life.

AQWEST VALUES & VISION

To be an independent, viable, and competitive water utility in the Western Australian water industry.

Our Values	 Accountability	 Integrity	 Respect	 Transparency
-------------------	---	--	--	---



THE OPPORTUNITY

We are seeking an experienced and proactive **Coordinator Risk & Compliance** to join our Business Services team.

Reporting to the General Manager Business Services, this role is responsible for ensuring Aqwest's risk management and compliance frameworks are effectively implemented and maintained. You will play a key role in strengthening organisational risk awareness, supporting governance processes, and ensuring compliance with legislative and regulatory obligations

ABOUT YOU

You are a motivated and detail-oriented professional with strong analytical and stakeholder engagement skills. You thrive in a governance-focused environment and are passionate about driving risk awareness and compliance excellence.

To succeed in this role, you will have:

- Demonstrated experience in risk and compliance frameworks and processes
- Strong problem-solving and analytical capabilities
- Project management experience or training
- Excellent interpersonal and communication skills
- High attention to detail and ability to manage competing priorities

Desirable:

- Experience with Power BI or similar systems
- Experience supporting audits (internal and/or external)
- Strong stakeholder engagement and quality management experience

Qualifications & Requirements

- Relevant tertiary qualification
- Ongoing professional development within the risk & compliance field

EMPLOYMENT CONDITIONS

Location	Water Services Centre – 2 Hayes Street, Bunbury
Agreement	Aqwest Enterprise Agreement 2025
Salary Package	Level 7 - \$108,321 per year
Superannuation	Current superannuation guarantee plus an additional 1% paid by Aqwest
Hours of Work	76 hours per fortnight (negotiable)
Pre-employment	Preferred candidates will be required to complete pre-employment medical assessment, drug and alcohol assessment, psychometric assessment and provide current National Police Clearance



WHY AQWEST?

At Aqwest, we value creativity, collaboration and courageous decision making, in an environment where everyone is treated with respect and empowered to grow and succeed in their roles.

Along with competitive remuneration packages, Aqwest offer many health & wellbeing initiatives, great workplace culture and additional benefits to their employees.

HEALTH AND WELLBEING	
Flu Vaccinations	Provided annually free of charge to all employees.
Skin Cancer Screenings	Professional skin cancer screening provided annually to employees.
Employee Assistance Program	A fully funded service provided by AQWEST for employees and members of their immediate family to access counselling services.
Shower Facilities	Access to shower and change room for employees at the workplace.
Physiotherapy	Onsite physio services available to employees
Wellbeing program	Assistance provided for personal services. Eg: Quit Smoking, Dietitian, Financial advice & reimbursement for prescription glasses
Healthy Choices	Weekly delivery of fresh fruit & produce
Movement	Regular in-house yoga and meditation sessions
Wellbeing Leave	2 days wellbeing leave – where no evidence is to be supplied

WORKPLACE	
Induction Program	All new employees participate in a comprehensive Induction Program covering: <ul style="list-style-type: none">• Corporate structure and business overview• Safety awareness and introduction to systems• Training into each platform that will be utilised by the employee• Equal Employment Opportunity, Access and Inclusion
Recognition of Continuous Improvement & Development	Training and development incentives, including registration for training courses, TAFE courses, University qualifications and access to study leave.
Flexible Work Arrangements	Flexible work arrangements to ensure employees have comfortable work life balance. Arrangements include flexitime, part time options, time off in lieu, working from home arrangements, etc.
Lunchroom Facilities	Multiple kitchen areas with full cooking facilities



HOW TO APPLY

AQWEST is an equal opportunity employer. All applications will be assessed against the Selection Criteria, relevant in the Position Description.

Only those applicants who specifically address the selection criteria for the position will be shortlisted and considered for an interview.

Please submit a cover letter outlining your suitability for the role and resume to people@aqwest.com.au

Expressions of interest will remain open until a suitable candidate is sourced.

Please note: We reserve the right to commence interviews prior to the close this advert and to close the application window early if a suitable candidate is selected.

Aqwest embraces diversity and encourages applications from people of all backgrounds and Aboriginal and Torres Strait Islander people are encouraged to apply.

