

Business Coordinator

Surf Life Saving Western Australia

- Opportunity to be a part of a great organisation with a highly respected brand
- Fixed Term Full Time Position
- PBI Salary Benefit available

An opportunity is available at Surf Life Saving Western Australia (SLSWA) to join the team as a **Business Coordinator**.



Reporting to the General Manager the Business Coordinator plays a pivotal role in delivering key outcomes of SLSWA's programs. As a team leader the Business Coordinator is supported by various Officers in the delivery of agreed priorities and actions.

The role oversees the delivery of priorities, service standards, contract compliance, program review and improvement and training development in the area of coastal safety.

The individual who fulfils this function is required to be:

- Strongly focussed on quality service delivery with a resolved commitment to customer focus and satisfaction,
- Committed to continuous improvement,
- Driven to achieve results and targets with a track record of motivating others to achieve,
- Experienced in managing staff performances,
- Experienced in managing the needs of our customers,
- Experienced in monitoring of monthly profit and loss statements and forecasts,
- Experience in dealing with media and external communications.

PBI salary packaging benefits are available and will be negotiated with the successful candidate.

For more information view the full position description at [SLSWA Employment - My Beach](#)

Please ensure you refer to the position description before applying to ensure you meet the experience, skills, qualification and special requirements criteria

*Only shortlisted applicants will be contacted.

Click on the [APPLY FOR THIS JOB](#) button to submit your application in a PDF format. Applications should include a cover letter and a copy of a current Resume.

Applications close 5pm Wednesday 11th October 2017.