

Position Description

Compliance Analyst

Governance

Business Governance

Objectives

- Undertake analysis and provide compliance advice on legislation and regulations that TasNetworks is obligated to comply with.
- Update internal stakeholders on regulatory compliance matters, including reporting to Board and Board Committees.
- Support TasNetworks prepare external submissions, reports and correspondence to external stakeholders, including regulators, shareholders and Government Departments.
- Support TasNetworks manage the impacts of a constantly changing regulatory environment.

Role Specific Accountabilities

- Collect and analyse complex information from a range of internal and external sources to identify and understand key compliance issues, risks and opportunities for TasNetworks – including early identification of emerging issues.
- Undertake research, analysis and develop advice regarding regulatory changes with potential to impact TasNetworks.
- Proactively identify, assess and help progress opportunities to add value to TasNetworks' business operations, Shareholding Ministers and customers.
- Work with leaders and business units across TasNetworks to support consultation on and implementation of regulatory changes, including the provision of advice on options and recommendations for TasNetworks.
- Support monitoring of compliance against legislative and regulatory obligations.
- Provide advice on and support in tracking compliance incidents / breaches and issues including remediation actions, and opportunities for continuous improvement.
- Coordinate business unit compliance declaration / attestation and assurance processes and prepare compliance reports.

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	• Prepare effective written materials, including Board and Board and Executive Reports and correspondence on diverse issues. • Support the development, communication, and delivery of practical information and training to raise awareness of compliance obligations and regulatory changes. • Assist in the development, implementation and maintenance of compliance policies, procedures and systems including GRC system. • Regular liaison with a range of stakeholders, including regulators, government departments and other businesses. • Any other duty or task as reasonably and lawfully directed by TasNetworks
To be successful in this role	• Relevant qualifications in compliance, risk management, governance, law, auditing, or a related field. • Demonstrated understanding of compliance obligations, control environments, and governance frameworks. • Experience working with compliance management systems and risk management guidelines, such as ISO 37301 and ISO 31000, or the proven ability to learn. • Knowledge of industry-specific compliance obligations such as the National Electricity Rules, or the proven ability to learn. • Strong analytical skills, attention to detail and solutions focused-mindset. • Strong verbal and written communication skills to engage with stakeholders, deliver training, and prepare reports. • Collaborative approach and ability to build trusted working relationships.
Compliance Requirements	• A satisfactory National Police Record check to confirm eligibility for the role.

Reports to:
Leader Governance and Compliance

Direct reports:
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Approved:
May 2026

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