

Job Posting:174823 - Position: W26 Junior Data Analyst Co-op (8-month role) 174823B

Co-op Work Term Posted:	2026 - Winter
App Deadline	11/03/2025 09:00 AM
Application Method:	Through Employer Website
Posting Goes Live:	10/27/2025 01:59 PM
Job Posting Status:	Approved

ORGANIZATION INFORMATION

Organization	Waterwprth
City	Victoria
Province / State	BC
Country	Canada

JOB POSTING INFORMATION

Placement Term	2026 - Winter
 Job Title 	W26 Junior Data Analyst Co-op (8-month role) 174823B
Position Type	Co-op Position
Job Location	Victoria, BC
Country	Canada
Duration	8 months
Salary Currency	CAD
Salary	0.0 per hour for 0 Major List
Salary Range \$	\$25 - \$28 per hour
Job Description	

Junior Data Analyst Co-op (8-month role)

Location: Victoria, BC

Start Date: January 12, 2026

Salary: \$25 - \$28 per hour

About Waterworth

Waterworth is a fast-growing, trailblazing SaaS company here in Victoria. We empower more than 350 municipalities across North America, allowing them to take control of their futures through our proprietary financial modelling and analysis. As a mission-driven company, we value innovation, collaboration, and making a real impact in the communities we serve. Join us as we continue to grow and deliver valuable financial tools to the public sector.

The Role

We're looking for a motivated Junior Data Analyst Co-op to support the data onboarding, analysis, and forecasting needs of our Client Success team. This co-op position is ideal for a student who has completed a prior co-op and is studying commerce, economics, finance, or maths. You'll play a key role in ensuring the accuracy and usability of client data, while helping improve processes that drive client retention and success. In addition to your data-focused responsibilities, you'll contribute to system-building efforts that support our overall operations.

Key Responsibilities:

Data Onboarding & Transformation:

- Import and validate client financial statements, capital project data, and utility billing information.
- Transform and standardise data for seamless integration into the Waterworth platform.

Forecasting & Analysis:

- Conduct data analysis to track client engagement, churn, and meeting outcomes, focusing on identifying patterns that drive client success.
- Collaborate with the Client Success team to analyse client behavior and provide insights that help improve retention and satisfaction.

Collaboration & Communication:

- Work closely with the Implementation and Product teams to improve data handling and reporting processes.
- Communicate technical findings and insights clearly to both technical and non-technical stakeholders.

Documentation:

- Create clear, reusable documentation for data transformation workflows and onboarding processes.
- Ensure documentation is easily accessible for team members and clients.

Why Waterworth?

- Impactful Work: Help communities thrive by providing financial forecasting tools that empower local governments to make data-driven decisions.
- Career Development: Gain exposure to SaaS, data analysis, financial modeling, and the public sector, all while contributing to meaningful work.
- Dynamic Team Culture: Join a team that's fast-paced, fun, and passionate about the work we do.
- Learning Opportunities: Waterworth offers a supportive environment where you'll gain valuable skills, receive mentorship, and have opportunities to grow within the company.

How to Apply

Ready to make a real impact while gaining valuable experience? We want to hear from you! Please submit your resume and get in touch!

Job Requirements

What We're Looking For:

- Educational Background: Currently pursuing a degree in commerce, economics, finance, mathematics, or a related field.
- Analytical Skills: Proven experience with problem solving techniques
- Attention to Detail: Ability to ensure accuracy and consistency in data handling and financial models.
- Tech-Savvy: Familiarity with data manipulation tools (Excel - or any other equivalent!) and an interest in learning SaaS tools and platforms.
- Leadership Experience: Active participation in student societies or extracurricular activities, particularly if you've held a leadership role, is a definite plus.
- Communication Skills: Ability to communicate technical information clearly and collaborate effectively with cross-functional teams.

Citizenship Requirement N/A

APPLICATION INFORMATION

Application Procedure Through Employer Website

Special Application Instructions

Application Link: <https://apply.workable.com/waterworth/j/C8B8392B8D/>

Please click the "I intend to apply to this position" button on SCOPE and also submit your application via the employer's website.

Applications are accepted on a rolling basis and the posting may be expired at any time by the employer as submissions are received.

Students should submit their applications as soon as they are ready.