



The National Credit Regulator (NCR) was established as the regulator under the National Credit Act 34 of 2005 (the Act) and is responsible for the regulation of the South African credit industry. It is tasked with carrying out education, research, policy development, registration of industry participants, i.e. credit providers, credit bureaux, alternative dispute resolution agents, payment distribution agents and debt counsellors, investigation of complaints, and enforcement of the Act. The Act requires the NCR to promote the development of an accessible credit market, particularly to address the needs of historically disadvantaged persons, low-income persons, and remote, isolated, or low-density communities. The NCR invites applications from suitable candidates for the following position:

Position: Senior Registrations Officer
Paterson Grade: C-Upper
Salary ranges from R253 900 – R482 400 maximum
Ref: SRO/03/24

Requirements:

- The successful candidate must hold a 3-year Degree/Diploma in Law or Commerce with at least 5 years relevant experience.
- Experience in a regulatory environment will be an added advantage.

Duties:

- Reviewing all applications processed by the registration officers.
- Reviewing memos to the finance department.
- Reviewing of final demand letters, withdrawal letters, refusal, and cancellation letters.
- Reviewing of proposed and imposed conditions of registration.
- Checking of registrations and renewal certificates.
- Assessing/Evaluating applications from significant entities, credit bureaux and alternative dispute resolution agencies for registrations and make recommendations to the Manager or Registration Committee
- Preparation of departmental reports
- Assisting with provision of on the job training
- Assist in the reviewing of departmental policies and procedures.
- Drafting of performance contracts and conducting performance assessment for registration officers and data capturers.
- Provide customer service to internal and external stakeholders.
- Conduct credit provider's workshop.
- Making presentation to internal and external stakeholders

Knowledge:

- Knowledge of the NCA.
- Registration of credit providers, debt counsellors and credit bureaux and alternative dispute resolution agencies.
- Regulatory framework.

Skills:

- High level of computer literacy.
- Communication skills written and verbal.
- A strong customer focus.
- Supervisory skills

Closing Date: 14 March 2024

The National Credit Regulator is an equal opportunity organisation which offers competitive market related packages. Suitable persons should send a detailed CV quoting the relevant reference number to: EST-recruitment@ncr.org.za
Correspondence will only be entered into with short listed candidates. The National Credit Regulator reserves the right not to make an appointment.



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