



*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:*

## **CONSULTANT FOR A 12 MONTH PERIOD: TO PROVIDE OVERSIGHT TO VARIOUS DEPARTMENTS**

**Paterson Grade: E- Lower**

**Salary ranges from R818 400 – R1 636 800 maximum**

### **Requirements:**

The successful candidate must be a Chartered Accountant (CA); must have an audit qualification; a minimum of 5 years in the public sector; 10 years in management experience, at least 3 of which must be in senior management. Experience in a regulatory environment will be an added advantage.

The incumbent will provide oversight to the following departments: Risk & Audit Services, Consumer Education & Communication, and Human Resources. The core functions of the departments include the following:

### **Risk & Audit Services:**

- Supervise the end-to-end Risk function within NCR.
- Develop the five (5) year Strategic Plan (APP) and the three (3) year Annual Performance Plan and manage the cascading into business plans.
- Ensure business continuity within the NCR.
- Assist to monitor, enable and evaluate the departments deliverables on the APP.
- Compile and monitor the strategic & operational risk registers.
- Monitor performance information.
- Manage the outsourced internal audit function.

### **Consumer Education & Communication:**

- Develop, implement, monitor and review consumer communication strategy;
- Manage media and public relations of the NCR.
- Facilitate the write up and publication of the Annual Report, APP and Strategic Plan.
- Supervise impact assessment studies and other research projects; implement recommendations from these studies.

### **Human Resources (HR) – Includes Facilities & Securities:**

- Manage employee relations, including the internal staff forum, in conjunction with the Senior Labour Relations Specialist.
- Develop and implement internal communication systems.
- Partner with line managers to initiate and implement optimal organization structure and drive culture and engagement.
- Manage recruitment, training and development, benefits and compensation, labour relations, employee service and wellness, health and safety, HR audit and development of operational systems for the HR Department.
- Maintain a pay plan by conducting periodic pay surveys, scheduling and conducting job evaluations, preparing budgets, recommending, planning, and implementing pay structure revisions.
- Managing, implementing and monitoring of Employment Equity plan and initiatives.

**The Incumbent's additional responsibilities, in working with the Managers, will include providing guidance in the following.**

- Strategic direction to the departments.
- The development, implementation and monitoring of the departmental business plans, policies and procedures;
- Stakeholder management: NCR departments; Department of Trade Industry & Competition (dtic), National Treasury, internal and external auditors as and when required;
- Monitoring of departmental budgets;
- Adherence to the dtic annual compliance calendar.
- Procurement of goods & services and management of contracts with service providers.
- Participation in various relevant committees and forums as and when required.

**Knowledge:**

- The National Credit Act.
- DTIC compliance calendar
- Public Finance Management Act (PFMA), National Treasury Regulations, Basic Conditions of Employment, Labour Relations Act, and any other relevant legislation.
- South African consumer credit market.
- Stakeholder management.
- Project Management.
- Understanding of the regulatory framework.
- The candidate must be fully computer literate (complete MS Office package).

**Skills**

- Analytical skills
- Organizational and leadership skills
- Project Management
- Presentation skills
- Computer
- Excellent communication (both written and verbal)
- Conflict management
- Good interpersonal skills
- Ability to work under pressure.
- Risk management
- Coaching & mentoring

**Closing date: 03 March 2023**

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:

[HR-Recruitment@ncr.org.za](mailto:HR-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.***



**Ref: EC/2/2023**