



National Credit Regulator

*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: Education and Communications Officer x 3**  
**Paterson Grade: C-Lower**  
**Salary ranges from R159 100 – R302 300 maximum**

**Requirements:**

- Three (3) years Degree/Diploma or any equivalent qualification
- A minimum of three (3) years' work experience in education and or communication
- A valid code 8 drivers licence, own reliable vehicle and willingness to travel nationally
- Proficiency in African Languages (including Afrikaans) will be an advantage

**Duties:**

- Conduct consumer education workshops and create awareness through exhibitions and roadshows
- Participate in other events organised by stakeholders aimed at improving consumer protection
- Support educational campaigns that are aligned with the communication strategy and guidelines
- Respond to queries and requests for information from consumers
- Ensure dissemination of information and liaise with relevant NCR departments to obtain information.
- Work closely with NCR Departments to develop and support communication interventions
- Conduct media interviews
- Develop innovative ideas in line with social media trends, implement and monitor social media campaigns
- Schedule communication and education projects on a continuous basis and compile monthly reports
- Facilitate effective internal communication and the compiling of reports as and when it is required.
- Build and maintain strong and sustainable relationships with all key stakeholders
- Support research projects aimed at improving service delivery

**Knowledge:**

- National Credit Act.
- Training and facilitation techniques and principles
- Understanding of consumer protection landscape
- Maintain stakeholder relations

**Skills:**

- Presentation skills
- Strong analytical skill
- Computer skills
- Ability to work independently, under pressure and meeting deadlines
- Team player
- Excellent communication skills (Verbal and written)
- Negotiation and marketing skills
- Ability to promote a professional attitude and image
- Social Media Skills

**Closing Date: 03 June 2019**

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](mailto: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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