



*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:*

## **Manager: Education and Communications (D-Upper)** **Salary ranges from R646 500 – R1 228 400 maximum**

### **Requirements:**

The candidate must have a degree or diploma in Communications, Journalism, Education, Public Relations, or relevant degree or diploma with a minimum of 10 years working experience in a communications/education role, and 5 years of which must have been in a management/supervisory role.

Experience in preparing and coordinating corporate publications (Annual Reports, 3 Year Annual Performance Plans, 5 Year Strategic Plans, newsletters, media briefs etc.), and an understanding of public procurement processes will be an added advantage.

### **Duties:**

- Manage the Education and Communications Department
- Draft and monitor the implementation of the Education and Communication Business Plan
- Draft and manage Budget of the Education and Communications Department
- Draft and review of policies of the Education and Communication Department
- Operational Risk Management
- Develop and implement the communication strategy.
- Development and maintenance of stakeholder relations
- Participate in industry forums and develop strategies aimed at increasing consumer awareness
- Participate in key stakeholder forums (e.g with other regulators, government departments, tribal authorities, community forums in townships, rural areas and informal settlements).
- Manage media and public relations for the NCR
- Provide guidance and assistance in the publication of the Annual Report and Annual Performance Plans and Strategic Plans
- Procure necessary services in line with PFMA and SCM policies
- Manage contracts with appointed service providers.

### **Knowledge:**

- Knowledge of the National Credit Act.
- Project Management Skills.
- Knowledge of PFMA, Supply Chain Policies/processes, National Treasury Regulations, and all the other relevant legislation.
- Knowledge of Social Media Platforms
- Knowledge of Performance Management
- Government travel policies

### **Skills:**

- Excellent written and verbal communication skills
- Excellent inter-personal skills
- Good report writing and analytical skills
- Effective planning and time management

- Presentation Skills
- Computer literacy

**Closing Date: 18 January 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: [HRM-Recruitment@ncr.org.za](mailto:HRM-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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