



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:

Manager: Human Resources (Re-Advertisement) **Paterson Grade: D-Upper**

Requirements:

- The suitable candidate must hold a relevant three year Degree or an equivalent qualification, coupled with 8 years' experience of which 4 years must be at a management or supervisory level.

Duties:

- Providing strategic direction of the HR Department.
- Developing and reviewing of the HR policies.
- Managing and reviewing of the performance management system to ensure internal consistency and standardisation.
- Managing of employee relations.
- Developing and implementing internal communication systems.
- Partnering with line managers to initiate and implement optimal organization structure and drive culture and engagement.
- Assume the responsibility for security and facilities management.
- Managing recruitment, training and development, benefits and compensation, labour relations, employee service and wellness, health and safety, HR audit and development of operational systems for HR department.
- Maintaining 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.
- Drive talent management processes.
- Ensure administration and compliance with legislative frameworks.
- Contribution towards the compilation of the APP and strategic Risk Management

Knowledge:

- Strategy development and implementation.
- Payroll Knowledge
- Extensive knowledge of SAP will be an added advantage
- Relevant labour legislation i.e. BCEA, LRA.
- Organisational policies and procedures.
- Systems and alliance/partnership management.
- Relevant ICT Tools

Skills:

- Conflict management.
- Contract management.
- Coaching/mentoring skills.
- Organizational and leadership skills.
- Interpersonal skills.
- Communication and facilitation skills.
- Relationships management skills.
- Problem solving skills.
- Diversity management.
- Project management.
- Ability to gather, integrate, and analyse data to identify departmental needs and recommend a course of action.
- Able to establish and maintain working relationships with a wide variety of people.
- Demonstrate professional conduct in highly sensitive or volatile situations.
- Experience with Workplace Skills Plans.
- Maintain objectivity and confidentiality.
- Establish performance standards and evaluate work.

Closing Date: 15 February 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: 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. As per the NCR Employment equity plan female candidates will be given a preference.

Those who applied should not re-apply

Ref No: HRM/2/19



