



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 Human Resources Officer (Re-Advertisement) Paterson Grade: C-Upper

Requirements:

- The suitable candidate must hold a three year Degree or National Diploma in Human Resources or an equivalent qualification, coupled with 4 years' working experience as an HR Generalist.

Duties:

- Ensuring effective recruitment and selection.
- Implementing and developing of HR Policies and Procedures.
- Creating a positive and coherent environment for the well-being and satisfaction of staff.
- Ensuring effective internal and external communication.
- Providing of advice and assistance to staff.
- Ensuring HR practices comply with the LRA, BCEA and Skills Development.
- Ensuring the training and development of staff.
- Monitoring of Budget.
- Maintaining and implementing the Performance. Management System.

Knowledge:

- Strategy development and implementation.
- Relevant labour legislation i.e. BCEA, LRA.
- Organisational policies and procedures.
- Systems and alliance/partnership management.
- Advanced excel skills for reporting purposes.

Skills:

- Conflict management skills.
- Presentation Skills.
- Negotiation Skills.
- Planning and Organizing.
- Interpersonal Skills.
- Communication and facilitation Skills.
- Co-ordination Skills.
- Relationships Management Skills.
- Networking Skills.
- Problem solving Skills.

Closing Date: 31st October 2018

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.



Ref No: HRSO/10/18

