

Gauteng Partnership Fund Internal and External Vacancy Advertisement

Title of Job: Compliance Officer
Grade / Level: C (Paterson)
Location: Sandton
Salary: Market related
Closing Date: 19 March 2021

Overall Responsibility: To ensure that GPF complies with all relevant statutory and regulatory requirements which relate to it, as well as providing the GPF with legal advisory services and training on current and upcoming legislation

Key Performance Areas:

1. Compliance Management
2. Ensure Compliance and Create Awareness with Stakeholders to promote a Compliance Culture
3. Assurance and Monitoring
4. Build and Maintain Stakeholder Relationships
5. Compile Compliance Reports
6. Determine, Manage and Maintain a Compliance Reporting Processes

Qualification & Experience: Degree in Law or relevant qualification at NQF level 7 • Minimum 5 years' relevant experience in the financial services and/or the public sector • a solid track record in working in the Compliance Management

Competencies: Strong legal and commercial acumen • Knowledge of relevant legislation and regulations • Compliance Management • Principles and Processes Management of the Compliance Risk Management Plans • Knowledge and interpretation skills of all applicable legislation to the GPF business and ability to communicate these at all levels • Expertise in strategic and business planning, budget management, project management, general management • Strong and decisive leadership, good interpersonal skills • Policy development • Excellent communication skills • Ability to be proactive and innovative.

GPF is an equal opportunity, affirmative action employer. Preference will be given to candidates whose appointment will enhance representation in accordance with the approved employment equity plan.

Correspondence will be limited to shortlisted candidates only. If you do not hear from us within two months of the closing date, please regard your application as unsuccessful. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by GPF. GPF reserves the right not to fill an advertised position. Background verification, including criminal record and citizenship checks, as well as a competency assessment will form part of the selection process. It is the applicants' responsibility to have their foreign qualifications evaluated by the South African Qualifications Authority (SAQA). **Applications to be sent to careers@gpf.org.za by no later than close of business on Friday, 19 March 2021**