

Gauteng Partnership Fund Internal and External Vacancy Advertisement

Title of Job: Manager: Portfolio and Risk Management
Grade / Level D (Paterson)
Location: Sandton
Salary: Market related
Closing Date: 7 February 2020

Overall Responsibility: To provide effective and efficient management of the Portfolio and Risk Management function of the GPF.

Key Performance Areas:

- Provide strategic leadership and direction to the Portfolio and Risk Management business unit
- Manage and monitor performance of all post construction phase projects
- Manage bad debts (as percentage of loan book)
- Manage loan repayments, non-performing loans and loan arrears; non-performing loans – Arrears on loans
- Establish and manage liquidity facilities
- Manage and monitor in conjunction with Legal, Compliance and Risk Management, all loan agreements signed in respect of approved projects
- Manage the GPF risk exposure and provide direction in maintaining an effective system of internal controls for GPF
- Develop and implement Policies and Standard Operating Procedures and requisite operating tools;
- Lead the unit towards the development and establishment of a high-performance organisation
- Ensure sound ethics, good governance and compliance within the Portfolio and Risk Management function
- Ensure accurate reporting in accordance with PFMA and other relevant legislative and regulatory requirements and standards
- Provide expert advice and support on all compliance implications in relation Services
- Provide comprehensive reporting to the Board and Sub-Committee's on Portfolio and Risk Management functional matters
- Contribute to the development of GPF strategic and business plan, budget and risk mitigation

Qualification & Experience: BSc or B Comm Hon Degree in Finance • Minimum 5 years' relevant experience in the business or the public sector • A solid track record in leading and managing significant change in a complex organization

Competencies: Investment Management skills • Financial Management • Housing Financial knowledge • Analytical Skills • Excellent interpersonal skills and Assertiveness • Knowledge of relevant legislation and regulations • Expertise in strategic and business planning, budget management, project management, general management • Strong and decisive leadership, people management skills and experience in change management • 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 7 February 2020