

POSITION NUMBER : 60064950
JOB TITLE : MANAGER: COMPLIANCE
JOB GRADING : D2
REPORTS TO : HEAD OF COMPLIANCE OFFICER
BUSINESS UNIT : COMPLIANCE MANAGEMENT
LOCATION : PRETORIA
POSITION STATUS : PERMANENT

Purpose of the Job

To assist the Head of Compliance in execution of the compliance duties and to proactively safeguard the Bank against any compliance risk by ensuring compliance with legislation and regulations. Responsible for ensuring that the Bank operates within legal and regulatory frameworks. To develop and implement compliance programs to prevent and detect violations of laws, regulations, and company policies.

Job Responsibilities

- Identifying and managing risks associated with non-compliance. Provide input in the establishment and maintenance of a robust compliance framework that safeguards our operations, protects our stakeholders, and minimizes the likelihood of regulatory breaches.
- Instil and reinforce our commitment to integrity, ensuring that our actions align with legal and ethical standards. To enhances our reputation but also strengthens relationships with clients, internal and external stakeholders, and regulatory authorities to help demonstrate that compliance is cornerstone of ethical business culture.
- Keep us informed with new regulations and obligations emerging regularly, interpret their impact on our operations, and implement necessary adjustments to maintain compliance. To proactively assist with reduction the risk of costly penalties, litigation, and reputational harm.
- Identify inefficiencies, eliminate redundancies, and implement streamlined procedures that enhance productivity and reduce operational complexities. To enables our teams to focus on core business objectives and drive growth. To streamline operations by optimizing internal process above rules and regulatory adherence.
- Conduct regular compliance monitoring to assess the effectiveness of the compliance program. Monitor business activities to ensure compliance with internal policies and external regulations. If any violations are detected, investigate the issue and take appropriate corrective actions.
- Develop and deliver training programs to educate employees about compliance requirements. Provide guidance and support to employees on compliance-related matters and promote a culture of compliance throughout the Bank.
- Develop and update policies and procedures that align with current laws and regulations. They ensure that these policies are communicated effectively to all employees and stakeholders.
- Identify and assess compliance risks faced by the Bank, with a particular focus on financial crime risks, including money laundering and terrorist financing risks as per FICA obligations. Develop risk management strategies and controls to minimize potential compliance breaches.
- Enhance the Bank's compliance with FIC obligations by implementing effective Anti-Money Laundering (AML) and Counter Financing of Terrorism (CFT) controls, ensuring robust Know Your Customer (KYC) and risk-based monitoring practices.
- Ensure compliance with the Financial Advisory and Intermediary Services (FAIS) Act by assisting in the implementation of regulatory frameworks, training programs, and internal processes.
- Prepare regular reports on compliance activities, including audit findings, risk assessments, and policy violations. Maintain comprehensive documentation of compliance processes and ensure records are accurate and up to date.
- Collaborate with various departments, such as legal, human resources, finance, commercial, IT and operations, to ensure compliance throughout the Bank. Communicate compliance requirements to stakeholders and provide guidance on best practices and potential risks.

Qualifications and Experience

Qualifications:

- Minimum of a relevant bachelor's degree or equivalent (NQF Level 7) in Law / Commerce or related field.
- Certificate in Compliance will be an advantage

Experience:

- Minimum 5 years' experience in a compliance environment and in a Banking or finance industry

Knowledge and understanding of:

- Conducting Compliance Risk Management Plans (CRMP's).
- Applicable statutory and regulatory requirements, including but not limited to the Public Finance Management Act, Banks Act, Financial Intelligence Centre Act (FICA), Financial Advisory and Intermediary Services Act (FAIS), PoPIA, PAIA, NPS, etc.
- Strong working knowledge of Anti-Money Laundering (AML), Counter Financing of Terrorism (CFT), and financial crime compliance within the banking sector.
- Experience in implementing and maintaining compliance programs aligned with FICA and FAIS regulatory requirement Sound management information reporting
- Concept of stakeholder satisfaction
- In-depth knowledge of South African banking regulations and compliance requirements.
- Strong analytical, problem-solving, and decision-making skills.
- Excellent communication and interpersonal skills.

Attributes

- High ethical standards and integrity, Detail-oriented with strong organizational skills, Ability to work independently and as part of a team, Proactive and able to take initiative.

How to Apply

If you wish to apply and meet the requirements, please forward your Curriculum Vitae (CV) to recruitmentZM@postbank.co.za Please indicate in the subject line the position you are applying for. To view the full position specification, log on to www.postbank.co.za and click on Careers.

Closing Date

19 February 2025

Disclaimers

The South African Postbank SOC Limited is committed to the achievement and maintenance of diversity and equity in employment, especially with regard to race, gender and disability. In compliance with the banks employment equity plans, first preference will be given to candidates from designated groups. Correspondence will be limited to short listed candidates only.

If you do not hear from the South African Postbank SOC Limited or its Agent within 3 months of this advertisement, please accept that your application has been unsuccessful. The South African Postbank SOC Limited reserves the right not to fill the positions or to re-advertise the positions at any time.

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