

Head of Finance

With more than 1.2 million active members and around 480 000 pensioners and beneficiaries as well as assets worth more than R1.6 trillion, the Government Employees Pension Fund is a defined benefit fund that manages pensions and related benefits on behalf of government employees in South Africa. It is the largest pension fund in South Africa and Africa. The GEPF is currently seeking to appoint a suitably qualified individual with the relevant experience to fill the role of Head of Finance.

Purpose of the role

To strategically lead and direct the financial and administration services, including the provision of effective financial and accounting services to the Government Employees Pension Fund (GEPF) to satisfy the finance requirement for the organization.

Key Responsibilities: • **Strategic Management and Business Planning** • Develop and ensure the effective implementation of strategies for areas of accountability • Ensure completeness of the annual valuation of unlisted investments process • Establish rules, procedures and methodology concerning preparation of the Fund's budget and business plan • **Lead, direct, and manage the Financial Management, Investment Accounting and Payroll** • Accountable for financial reporting and production of annual financial statements • Ensure proper application, in accounting and financial aspects, of the Fund's legislation and rules, accounting standards (Regulatory Reporting Requirements for Pension Funds in SA) and other relevant reporting standards for pension funds and tax laws • Ensure that investment reporting is aligned with financial reporting • Accountable for investment accounting reports • Accountable for cash and bank activities • Ensure payment of salaries • **Provide specialist advice and recommendations to Committees and relevant parties** • Advise on accounting and regulatory issues, tax, assets offshore and Reserve bank compliance • Present financial statements to the Finance and Audit Committee and the Board • **Audit** Oversee annual external audit • Ensure internal control weaknesses are rectified • Lead the implementation of revised accounting standards by the Fund • Review all financial and accounting operations of the GEPF and ensure that an adequate finance control environment is in place • **Manage and control budget expenditure** • Oversee management of budget and expenditure • **SCM** • Direct and oversee all aspects of procurement and supply chain management • **Assets, liabilities, revenue and expenditure** • Direct the management of assets, liabilities, revenue and expenditure • **Stakeholder Management and Corporate Governance** • Liaise with all stakeholders of the GEPF including the Employer, Banks, Actuary, SARS, SARB, National Treasury etc • Manage the SLA with key service providers (i.e. GPAA; PIC; Master Custodian) • Assist in effective management of the Investment Administration component of the Master Custodian • **People Management** • Lead, manage and oversee team performance.

Qualifications, Experience, Knowledge and Skills: • Chartered Accountant South Africa – CA (SA) or equivalent professional registered qualification (NQF 8) or higher • Minimum of 10 years' experience in a Financial Management role and at least 3 years' experience in a strategic leadership role • Senior financial management experience in a Finance/Pension Fund environment will be an added advantage • Awareness and understanding of the Government Employee Pension Fund and/or Pension Fund Industry • Knowledge of Legislation, regulations and procedures e.g. Pension Fund Act, GEP law, Special Pensions Act • Knowledge and understanding of National Treasury regulations • Understanding of the Retirement Funds and Investments • In-depth knowledge of finance related regulations and legislation • In-depth knowledge of financial management systems • Risk management and Audit processes • Internal controls and internal audit principles • In-depth understanding and proven experience of supply chain management processes • Contract management • Stakeholder engagement and management • Generally Accepted Accounting Principles • Knowledge of IFRS • Corporate Governance principles (King III and King IV) • Regulatory Reporting Requirements for Pension Funds in SA (FSCA).

Key Competencies and Characteristics: • Unswerving integrity and ethical conduct • Strategic capability and leadership • Financial management • Financial compliance and reporting • Financial analysis and planning • Project management • Contract management • Investment Management • Research • Excellent Interpersonal skills.

Enquiries may be made to: Lucia Mabasa, tel. 011 325 5101 or email: luciam@pinpointone.co.za

The GEPF is an equal opportunity employer, committed to employment equity in the organization.

The principles as set out in the GEPF's employment equity policy will apply.

To apply for the above vacancy, email your CV to: candicek@pinpointone.co.za

The position will also be advertised in the following websites: www.gepf.co.za and www.pinpointone.co.za

The closing date is: Sunday 31 October 2021

No late applications will be considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) prior to the selection process. Communication will be with short-listed applicants only.

