



CO-OPERATIVE BANKS DEVELOPMENT AGENCY

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TECHNICAL ANALYST X3: CO-OPERATIVE BANKS DEVELOPMENT AGENCY (CBDA)

INTERNAL APPLICANTS ONLY

REF: 20220905

REMUNERATION PACKAGE: R 408,340 PER ANNUM (COST TO COMPANY)

CAPACITY BUILDING UNIT

PRETORIA

PURPOSE:

To provide Capacity Building interventions to Cooperative Banking Institutions (CBIs) with more emphasis on the implementation of an effective financial management and compliance functions, in order to ensure the CBIs are operationalized, in line with Cooperatives Act, No. 14 of 2005, the Cooperative Banks Act, No. 40 of 2007 and the Prudential Authority's prescripts; conduct training, monitor performance of CBIs in cluster and assist Junior Technical Analysts (JTAs) in providing pre-registration support to prospective CBIs. The incumbent will report to the Senior Technical Analyst in the Capacity Building Unit.

KEY OUTPUTS:

It will be expected from the successful candidate to perform:

Mentor: Provide guidance, support and verify the work of the Junior Technical Analyst (JTA) in cluster, in terms of pre-registration support, accounts verification, analysis of financial statements and reporting.

CBI Operationalisation: Conduct a checklist based diagnostic assessments to identify gaps of underperformance, noncompliance, capacity need and plan the development and implementation of capacity building programs • Ensure the CBI has all the tools to operate efficiently with regards to financial management, compliance, governance, performance management and technology systems, as per the CBU coop-bank-in-a-box • Provide induction for the new board of directors and on the job training for the staff •

Review and continuously monitor implementation of the strategic plan, business plan, policies to ensure they are in line with the business model to foster, profitability, growth and sustainability of the CBI • Continuously monitor performance of the newly registered entity.

Training: Liaise with the sector with regards to relevant trainings that will improve the performance of the sector. Compile a list of anticipated trainings • Ensure that the annual calendar is developed informed by the sector needs and published to the sector and stakeholders • Ensure training is provided to CBIs as per CBU

The CBDA is an equal opportunity employer.

Please forward your comprehensive CV and originally certified copies of qualifications and ID. Please forward your application, quoting the relevant reference number and the name of the publication on the subject line of the email to CBDARecruitment@treasury.gov.za

NOTE: Applications that are not compliant with the above request will not be considered. The Agency reserves the right not to fill the post. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. Successful candidates will be appointed on probation for the period of twelve (12) months into the prescribed rules.

annual training calendar • Assist with the benchmarking principles and processes in terms of national and international best practice for training materials development and review • Assist in quality assurance of training material • Ensure that the CBI board and personnel that attended CBDA training programmes put theory into practice in their institutions • Collate relevant and reliable information to update Research Hub • Ensure safekeeping of all training related information as per institutional policy.

Direct Technical Assistance: Be responsible for a cluster of small to medium risk CBIs • Perform financial analysis of the CFIs financial statements for improvement to the CFI management as assigned • Assist Co-operative banking institutions implement recommendations or concerns from the Prudential Authority • Assist CBI with policy workshops to ensure they are current and remain applicable • Leverage PA Reports on Performance and assist CBIs address concerns raised and Follow up on the implementation plan of the CBIs • Initiate Performance monitoring visits to CBIs • Assist Implement a performance management system within CBIs • Discuss process management for changes to policies • Implement the annual Support Plan for CBIs in portfolio • Conducting financial performance assessments of CBIs using PEARLS monitoring tool and make recommendation to allocated CBIs on optimization of CBI business model.

Monitoring: Continuously monitor performance of the CBI to ensure that operational, governance and compliance gaps are identified earlier before they cause harm to the institution • Provide recommendations to the board and management on corrective action to address the gaps identified • Develop an action plan, together with the board and management, to address the issues raised • Continuously monitor the implementation of the action plan

REQUIREMENTS:

- Bachelor's degree (NQF 7) degree/equivalent in accounting, economics, finance, banking, or related qualification and 3 to 4 years' experience providing capacity building interventions to cooperative banking institutions.
- Knowledge of banking regulations and cooperative banking legislative framework within South Africa.
- Knowledge of training in a development context.

COMPETENCIES:

- Excellent interpersonal, communication, facilitation and strong report writing skills.
- Excellent quantitative and analytical skills.
- Team orientated.
- Must be willing to travel extensively.
- Computer literacy – Microsoft suite of products.

Closing date: 16 September 2022 by close of business.

No late applications will be considered.

Approved on 05 Septemebr 2022
Acting Managing Director

