

## COMPLIANCE TEAM LEAD

Region: Durban  
To start immediately

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*At Masthead, our passion is keeping businesses in business. As a national supplier of risk management services to independent financial advisors and other licensed financial service providers (FSPs), we know this can only be achieved through the calibre of people we employ – people who are client focused, set high standards of delivery and have a willingness to go the extra mile. We believe in giving people the opportunity to take ownership of their roles. What we are looking for is someone with innovative thinking, unconventional ideas and a can-do attitude.*

### Position summary

Reporting to the Compliance Manager, the Compliance Team Lead role is at intermediate level and requires participation in the regulatory and compliance support of the Masthead Head Office Compliance team. This role is based in Durban and is responsible for compliance research, development for compliance projects and oversight of staff.

### Responsibilities

In this role, the Compliance Team Lead will be responsible to deliver on the following:

- Co-ordinate the Regulatory research and interpretation process conducted by the compliance team
- Oversee team for Regulatory scanning and co-ordinate process
- Oversee the maintenance of Compliance related Registers
- Independent Research and provide input on Compliance guidance and queries
- Assist with the internal audit function
- Drafting and reviewing relevant and informative compliance related articles
- Preparation of Executive Reporting and Presentations
- Assist with developing, implementing and maintaining compliance related policies, templates, training material and monitoring frameworks
- General assistance to the Compliance Manager
- Maintenance, updating and capture of data & generate reports at required intervals
- Compliance support in the management of data banks, compliance systems and reporting systems.

### Qualifications and skills

We would like the new incumbent to possess the following qualifications, skills, knowledge, and experience:

- Tertiary Qualification - Bcom Law, LLB or similar Law qualification advantageous.
- Financial services technical expert with more than 3 years' experience in FAIS and FICA
- Completed RE1, RE3 and/or RE5 is advantageous
- FSCA approved Compliance Officer is advantageous
- Computer Literacy: Microsoft Office (Word, Excel, PowerPoint, Outlook)
- Experience and exposure to the requirements of the National Credit Act, Protection of Personal Information Act, Insurance Act, Long-term Insurance Act, Short-term Insurance and related regulations is advantageous.
- Practical experience in Insurance legislation with track record of staying abreast of relevant regulatory developments and implementation thereof.
- Practical experience and exposure to compliance management and compliance monitoring.

### Personal attributes

We would like the new incumbent to possess the following demonstrated behaviours:

- Planning and organising
- Accuracy and attention to detail
- Initiative
- Quality orientated
- Time management skills
- Ability to work independently with intermediate level problem solving skills
- Able to communicate clearly
- Adaptable and resilient in the face of change

### To apply for this opportunity:

1. Please send a comprehensive CV and with a cover note including your motivation for the role to [vacancy@masthead.co.za](mailto:vacancy@masthead.co.za)
2. Please use the subject line "**Application for Compliance Team Lead**" in your email.
3. The closing date for applications is **10 August 2022**.

*Masthead is running an internal and external recruitment process simultaneously for this role. Masthead is committed to transformation. Meeting our employment equity goals will be taken into account in our recruitment decisions. Should you receive no correspondence within two weeks of the closing date of this job advert, please consider your application unsuccessful.*