

ELECTRICAL CONTRACTING INDUSTRY PENSION FUND (CAPE)

AND

ELECTRICAL CONTRACTING INDUSTRY PROVIDENT FUND (CAPE)

Vacancy: Independent Trustee

Location: Cape Town, Western Cape

Closing date: 18 December 2024

Introduction

The Electrical Contracting Industry Pension Fund (Cape) was established with effect from 1 September 1971 as an Electrical Industry Sector Bargaining Council Fund. The Fund became subject to the provisions of the Pension Funds Act, 1956 with effect from 1 January 2008. It operates as a defined contribution pension fund.

The Fund operates together with the Electrical Contracting Industry Provident Fund (Cape), which is a closed provident fund. The Boards consist of union and employer nominated trustees, together with an independent trustee

The Funds operate from their registered addresses in Cape Town.

The Funds hereby invite applications from suitably qualified and experienced industry candidates to serve as the Independent Trustee on the Boards of both funds.

Requirements for the role

Previous experience as a Retirement Fund Trustee, independent Trustee or a Principal Officer is a pre-requisite for application.

In addition, the following will be looked for in a candidate:

- an above average general working knowledge of retirement funds and associated products, including investment related and group risk product experience
- strong working and technical knowledge of the legislative environment in which retirement funds operate, especially the Pension Funds Act, the

Income Tax Act and all other applicable legislation, as well as applicable subordinate legislation and regulations

- a thorough understanding of the fiduciary responsibilities of a retirement fund trustee and high personal integrity
- Industry related qualifications, including completion of all 22 modules of the Trustee Training Toolkit
- sufficient time available to fulfil the role of independent trustee in a retirement fund where the average time requirement will be 60 to 70 hours per month
- availability to attend trustee and where applicable committee meetings and respond to electronic communication and other communication during normal business hours
- computer literacy in MS word processing and spread sheet applications and have computer resources with reliable internet and email connections, printing as well as scanning facilities.
- The means and technology to ensure the protection of any fund or member personal information being communicated in the course of normal business

Additional requirements

Applicants must demonstrate a commitment to continuous trustee education and training as may be prescribed from time to time (subscribe for their own account to relevant legislation services, publications and journals as well as attend appropriate industry seminars and conferences),

An advantage will be a Bachelor's degree or equivalent in Finance, Investments, Commerce or Law, and/or be studying towards an industry qualification with a recognised industry body.

Candidates should preferably have a minimum of 5 years' experience, working in the retirement funds industry. Ability to demonstrate experience in the retirement funds industry environment and experience with an Umbrella Funds would be advantageous.

Candidates must be able to show that he/she is a fit and proper individual that can occupy a position of trust in the financial services industry.

Candidates must show that he/she is free from any relationships that could, in the opinion of a reasonable and informed external party, be considered as something that would affect his/her ability to perform functions following section 7C(2) of the Pension Fund Act, 195

Additional Information to accompany application

The above list of requirements is indicative only and not exhaustive. The Independent Trustee will be expected to perform all such additional duties as are

reasonably commensurate with the role and as may be directed by the board of trustees. An application for the position must be accompanied by:

- A cover letter explaining the candidate's suitability for and value-add to the role;
- A comprehensive curriculum vitae;
- Contactable character references from at least two persons who you have worked for (Please ensure as part of POPIA – that you have their contact/reference permission).
- Certified copies of all qualifications (certified within the last 3 months).
- Certified (within the last 3 months) copy of the certificate of completion of the latest Financial Sector Conduct Authority ("FSCA") Trustee Toolkit.

Terms

A successful candidate will serve as an independent trustee for a period of three (3) years and may on the expiry of the three-year period be eligible to re-apply. Remuneration and applicable notice period will be negotiated and will be set out in the appointment letter to be signed by both parties.

Application process

To apply for the vacancy, interested candidates should submit a CV together with supporting documentation to: Daniel@Fairsure.co.za

The shortlisted applicants will be contacted and requested to attend a virtual or in-person interview process.