



## Government Employees Pension Fund (GEPF) Appointment of independent specialists to serve on the HRR-C

The GEPF seeks to appoint three (3) suitably qualified and experienced independent specialists to serve on its Human Resources and Remuneration Committee (HRR-C). The Committee is responsible for keeping under review the human resources and remuneration policies and practices of the GEPF.

The independent specialists will be responsible for the following:

- Provide independent and technical input to enable decision-making regarding the HRR-C's duties.
- Scrutinise the documents and reports submitted to the HRR-C while adhering to the highest standards of ethics, integrity, objectivity, and the GEPF's values.
- Provide independent technical input on the proposals presented to the HRR-C.
- Participate in HRR-C discussions in meetings as reasonably requested.
- Provide updates to the Chairperson of the HRR-C regarding the effectiveness of the Committee, its processes, and their role as Independent Specialist to the HRR-C.
- Attend internal training to deepen their understanding of the GEPF's operations as well as the retirement fund industry in which the GEPF operates.
- Comply with all GEPF policies and procedures.
- Adhere to a commitment to confidentiality and professionalism.

### **Requirements:**

#### Qualifications:

- Relevant Master's Degree focus on human resources, remuneration, or organizational design.
- Any relevant recognized professional qualification.

#### Key Competencies:

Minimum of 15 years working experience in a human resources services environment of which 5 years must be at an executive level.

- Proven experience in serving as an HRR-C member.
- Experience in corporate governance.
- Experience in remuneration theory.
- Extensive understanding of the legislative framework governing remuneration and policy formulation and broader HR issues.
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- Thorough knowledge of HR policy formulation and practices, in line with legislation and codes of good practice.
- Certification as a Global Remuneration Professional (GRP) will be advantageous (completed SARA GRP modules).

### **Scope of Work:**

**Remuneration matters:**

- Oversee the establishment and maintenance of a remuneration philosophy and policy and review its effectiveness.
- Ensure that the GEPF's remuneration practices are fair, responsible, transparent, and attract and retain talented employees.
- Review and recommend the annual salary adjustments and performance-related salary increases for all employees of the Fund.
- Review executive contracts and make recommendations to the Board of Trustees.
- Moderate the performance assessment of all Fund executives in line with the performance management policy and make recommendations to the Board regarding the payment of performance bonuses to Fund executives.
- Ensure that the total reward strategy and related policies and objectives are clearly communicated to the Fund staff as a whole and all relevant stakeholders.
- Oversee the preparation and recommend to the Board the Remuneration Report to be included in the Annual Report.

#### **Human resources matters:**

- Participate in the review and recommend human resource policy, strategy, and procedures, in accordance with all applicable legislation and in alignment with the Board's Strategy.
- Recommend the optimal human resource arrangements to be adopted by the Board, with due consideration to the requirements of the GEP Law and Rules.
- Recommend an optimal organisational structure for the GEPF and reporting lines.

#### **Trustee remuneration matters:**

- Give effect to the Trustee Remuneration Policy and strategy determined by the Board subject to such conditions as may be imposed by the Board from time to time.
- Annually review the principles, basis, time allocations, and levels of Trustee remuneration, and make appropriate proposals to the Board for changes thereto.

The principles set out in the GEPF's Employment Equity Policy will apply.

**To apply, forward your CV (quoting the reference number in the e-mail) on or before the close of business, 22 December 2023 to [adri.vanniekerk@gepf.co.za](mailto:adri.vanniekerk@gepf.co.za)**

If you have not been contacted within 28 days of the closing date of this advertisement, please accept that your application was unsuccessful.