

Job Details

Job Title	Manager: Bought-in Properties
Division	Risk Management
Unit	Risk Management
Remuneration	864 056,00
Job Type Classification	Permanent
Location – Country	South Africa
Location – Province	Gauteng
Location - Town / City	Centurion
Email CV to	recruitment@tianaconsuling.co.za
Closing date	18 March 2025

MAIN PURPOSE OF THE JOB

The development of the Bought in properties strategy, the development and execution of the operating model, benchmarking, building capacity and capability, development or enhancement of associated policies, procedures, controls and effective management of the Bought in properties portfolio / programme which includes establishing and working with internal and external stakeholders and service providers and provide periodic performance updates and reporting to the relevant committees. To successfully manage the Bought in Properties Function by developing and executing the strategies in order to achieve the organisational targets in line with the Bank's Corporate Plan and business strategy.

To create an environment for continuous improvement through:

- Process optimisation and automation,
- Deployment of fit for purpose workflow systems, and
- Drive sustainable cost and operational efficiencies through innovation, industry benchmarking and implementation of best practices

To identify and mitigate any potential business risk, provide management with regular reports and make recommendations to mitigate identified risks, improve processes, and provide cross functional input to improve overall business processes. To ultimately ensure all Bought in Properties are safeguarded to prevent destruction of value and to obtain maximum recovery through the sale of these assets. Bought In Properties – The portfolio of properties that were bought in by the Bank through different initiatives, i.e. auction, liquidation, legal recovery, etc.

Key Performance Areas

1. Develop and implement Bought in Properties strategies aligned to best practice

- Develop a proactive Bought in Properties Framework in order to effectively manage the portfolio value chain aligned to the Business Unit strategy and ensuring adequate processes, procedures, controls are in place.
- Drive optimal Bought in Properties by improving systems, processes and streamlining resources across the area of responsibility in a proactive and innovative way.
- Optimisation and management of the Bought in Properties infrastructure and resource model to implement an efficient and effective Bought in Properties service across the entire value chain including purchasing, marketing, commercialisation, valuations, monitoring, sales, reporting, disposals, etc.

2. Execute on business Unit strategy and operational plan

- Execution of the set policies and procedures to ensure successful implementation of the Bought in Properties Strategy.
- Deployment of systems to successfully and proactively monitor and manage the portfolio
- Create a targeted approach to automate processes, systems and approaches to monitor and efficiently manage properties in possession.
- Create and plan for the capabilities and capacity requirements to support the proactive management of the portfolio
- Monitor plans and adjust suit business requirements
- Execution of complete value chain from property acquisition to disposal of properties in possession.

3. Risk and Governance Management

- Engage with internal and external stakeholders in relation to the acquisition, marketing and disposal of bough-in properties
- Monitor security company appointments and performance to protect the bought in property
- Monitor and resolve any damage to bought in properties to ensure that the property is maintained as far as reasonably possible
- Ensure fire breaks are burnt timeously and in terms of regulations and include this in the monthly report.
- Inform government (as first option buyer) that properties are available for sale - do not wait longer than 30 days
- Compile advertisements and ensure that the advertisement is put on the Land Bank's Website and act as contact person for any interested parties
- Monitor the propertysales@landbank.co.za email address for enquiries in relation to properties advertised on the website.
- Makes recommendation to advertise externally making use of an approved service provider.
- In the event of an offer being solicited and secured, compiles report for consideration and approval in accordance with the DOP
- In the event of an offer being accepted, facilitate transfer of the property to the buyer
- Always ensures compliance to all policies

- Monitor the overall Bought in Properties environment and provide business relevant reports as aligned to the risk and governance framework
- Review and adopt the risk framework in line with the Bought in Properties function
- Proactively manage changes in the environment and ensure the effective implementation and stabilisation of changes in the business unit.
- Establish and facilitate appropriate monitoring & management governance structures to facilitate decision making, risk management and performance tracking.
- Drive and lead project teams to plan, test and implement process or system changes or processes within the business unit.
- Drive a culture of proactive compliance and risk management within the Business Unit.

4. Reporting and stakeholder relations

- Produce the required reports to management for areas of responsibility for decision making purposes and for purposes of business, quality and productivity improvement.
- Report on instances of errors resulting in potential losses on transactions.
- Communicate the required reports as agreed and directs the correct measures for reporting purposes to team members.
- Quality-check the report to ensure accuracy, relevance and completeness and apply changes
- Submit accurate reports to management as per agreed timelines
- Liaise with other business areas to effectively implement new processes and systems, improve existing processes and systems and deliver upon agreed commitments
- Establish and maintain effective stakeholder relationships.
- Maintain continuous engagements and manage the relationship with the various service providers.

Preferred Minimum Education and Experience

- Relevant 3-year qualification in legal, commerce, business, banking, or other relevant and equivalent qualifications
- 5-7 years' experience Banking or financial environment
- 5-7 years' experience Agricultural financing
- 5-7 years' experience Property Valuations
- 5-7 years' experience Credit & Risk Management
- 3-5 years Management or leadership

Critical Competencies

- Financial / Business Acumen
- Legal Procedures
- Microsoft Office

- Analytical Skills
- Agricultural Industry
- Real Estate analysis and market evaluation
- Customer Service Orientation

Additional Requirements

- Valid SA driver's license, travel required
- Extended hours as and when required