

Position: Senior Specialist: Supervisory Support Office of Deputy Commissioner
Type: Permanent
Closing date: 24 April 2026
Salary: R 1 302 377.00 CTC per annum

Interested candidates should email CV to: recruitment@tianaconsulting.co.za
If you need more information about the position, please contact 011 431 1354, one of our Consultant will assist you.

Purpose of the Job:

The Senior Specialist: Supervisory Support will be responsible for providing direct support to the Deputy Commissioner responsible for Licensing, Conduct of Business Supervision and the Office of General Counsel. The incumbent will be tasked with coordinating strategic initiatives, overseeing business and supervisory planning, monitoring outputs and reporting, ensuring consistency and cohesion in approaches across various functions. This role will also involve managing critical internal and external stakeholder relationships, including supporting delivery of international commitments. The person appointed to this position will report to the Deputy Commissioner.

Requirements:

- An appropriate post-graduate degree in law, business administration, project management, data science, risk management or a related discipline with at least 7-10 years' experience in coordinating strategy, business planning, communications, and/or project management.
- Experience in financial sector regulatory compliance, risk management, or supervisory functions is essential.
- Understanding of international financial sector trends and supervisory methodologies will be an added advantage.
- Expertise in senior stakeholder management and the ability to manage communications across diverse teams at all levels.
- The candidate must demonstrate the ability to engage concisely and clearly at Executive level. Completion of (or currently completing) a recognised Management or Strategic Leadership Development Programme will be an added advantage.

Key Performance Areas:

- Provide strategic support to the Deputy Commissioner in formulating cross-divisional workplans and aligning strategic priorities across oversight areas.
- Support the Deputy Commissioner in operationalising strategic intent and monitoring the coordinated execution of cross-Divisional priorities.
- Coordinate strategic, supervisory and business planning sessions in alignment with overall organisational priorities.
- Provide strategic advice, guidance and support to management teams reporting to Deputy Commissioner, including expert advice to enhance overall team efficiencies and cohesion.
- Oversee and manage the administrative processes of the Deputy Commissioner's office.
- Streamline workflows and processes to enhance operational efficiency and effectiveness across Deputy Commissioner's areas of responsibility.
- Facilitate and coordinate engagements with staff, Departmental Heads and Divisional Executives on behalf of the Deputy Commissioner.
- Assist in resolving any operational, management and staff issues that arise within the Deputy Commissioner's oversight areas, facilitating efficient and effective solutions.
- Support the Deputy Commissioner in preparing and reviewing materials for internal and external governance committees and international forums, including agendas, presentations and briefing reports.
- Coordinate, manage and drive cross-cutting projects falling within the Deputy Commissioner's oversight.
- Conduct research and monitor evolving financial sector supervisory trends locally and internationally to help inform enhanced supervisory alignment and coordination across Deputy Commissioner functional areas.

- Prepare briefing notes, reports and presentations for internal and external Deputy Commissioner engagements, including for international commitments.
- Represent the Deputy Commissioner in local and foreign initiatives, committees, conferences, meetings, and other engagements falling within the Deputy Commissioner's purview and, where relevant, drive the interests of the Organisation.
- Provide support with ad-hoc activities as and when required by the Deputy Commissioner.

Other Key Competencies:

The candidate must demonstrate the following skills and attributes:

- Excellent interpersonal and emotional intelligence skills,
- Ability to work under pressure,
- Extremely detail-oriented,
- Proven technical research and analysis ability,
- Excellent drafting and presentation skills, must be highly organised and innovative with excellent written communication, planning skills, and demonstrate commitment to operational efficiency.