

LEGAL & RECOVERIES OFFICER

SALARY: MARKET RELATED

KZN Growth Fund is a private equity and private debt Fund based in Durban reporting to the KwaZulu-Natal Department of Economic Development, Tourism and Environmental Affairs (EDTEA). The Fund seeks to appoint an experienced and suitably Legal & Recoveries Officer.

Reporting to the General Legal Counsel, the successful candidate will be responsible to manage the activities focused on recoveries from defaulting clients, including liaising with external legal advisers/liquidators and business rescue practitioners.

Ancillary activities will include providing support to the legal and compliance function in transaction execution and post-transaction monitoring for the KZN Growth Fund.

Key performance areas:

- Monitoring external information sources (e.g. credit bureau reports) for indications of potential or actual default
- Engaging with defaulting clients and the post investment unit
- Drafting legal documentation relating to recoveries
- Formulating appropriate recovery strategies to optimize recoveries relative to time and cost.
- Engaging with executives and post investment officers on recovery activities & strategies
- Initiating, considering and finalizing settlement proposals and negotiations
- Instructing panel attorneys to institute legal action against defaulting clients and management of legal process until resolution
- Instructing third party service providers (e.g. auctioneers) and monitor progress
- Maintaining effective and professional working relationships with attorneys, insolvency practitioners, business rescue practitioners and auctioneers
- Monitoring progress on matters underway in the courts, under business rescue and liquidation
- Rigorous management of costs of external legal advisers, counsel and third party service providers
- Provide legal advice and services to the organization in corporate and commercial matters, relating to recovery
- On request attend internal and external committee meetings to present any report on an ad hoc basis, from time to time
- To have a thorough understanding of the legal and compliance functions for loan transaction and documentation execution and to assist in this regard when required.
- Undertake continuous research and provide recommendations on significant developments, emerging opportunities and challenges in the areas of responsibility.
- Regular reporting, monthly quarterly and annually.



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Trustees: Mr SS. Buthelezi (Chairperson) - Adv KP. Thango - Ms B. Zulu – Mr A. Dhuki – Mr SZ. Hlophe
Ex officio: Mr L Zondi (Acting CEO)

Registration No. IT1437/2007(PMB)



The following minimum requirements must be met to be considered for this position:

- Law Degree,
- Admitted Attorney,
- At least 3 years' experience in a litigation/recoveries role within a financial institution with a focus on debt recovery from businesses/corporates [not individuals]
- Understanding of project and commercial agreements such as off take agreements, EPC/M contracts, operations and maintenance agreements, shareholder agreements, CTA, inter-creditor and facility agreements;
- Ability to report delinquent and problematic clients to collection head to explore next action, calling risky
- Genuine commitment to highest ethical standards and to sustainable development with particular sensitivity to social and environmental issues;
- Negotiation, analytical, interpersonal and management skills;
- Diplomatic and business orientated manner;
- Computer literacy (MS Office Suite);
- Ability to communicate at all levels, both internally and externally and
- Excellent written and verbal communication in English.

KZN GROWTH FUND TRUST EMBRACES THE PRINCIPLES OF THE EMPLOYMENT EQUITY ACT.

Female candidates are strongly encouraged to apply.

Correspondence will be limited to short-listed candidates. Late applications will not be considered. Email users are requested to set the delivery option on both "return receipt" and "confirm delivery". If you have not been contacted within 30 days of the closing date of the advertisement, please accept that your application has been unsuccessful.

Interested applicants should forward a motivation letter of how each of the entry requirements are met, a detailed CV, certified copies of qualifications and ID document to:

Precious@kzngf.co.za

CLOSING DATE: 21 October 2021