

Position: Fund Manager:Umnoto
Type: Permanent
Closing date: 11 May 2026

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:

To oversee and provide guidance on all aspects of deal making, execution and strategic planning related to deal sourcing and negotiates transactions as a member of a team. In addition, consistently lead transactions from identification, negotiations, closing and monitoring of investments. The Fund Manager will take final responsibility for the transactions as well as manage departmental budgets and targets, the team performance and be the custodian of external stakeholder relationships.

Requirements:

- Post graduate degree in Finance, accounting and/or tax and auditing
- CA (SA) / MBA or relevant Master's degree qualifications will be advantageous
- Minimum of 10 years' experience in the BEE financing/private equity/structured finance and/or DFI arenas.
- At least 3 years in a senior level or leadership capacity.
- Have a working knowledge of SA Corporate law including the Companies Act, Income Tax Act
- Proven track record of leading the execution and closing of BEE and/or private equity transactions.
- Strong technical and industry knowledge of the BEE financing market including understanding of evolution of BEE financing and BEE Codes of Good Practice.
- Strong technical knowledge of BEE financing structures, equity investments and mezzanine financing structures.
- Strong technical knowledge in corporate finance disciplines such as valuation techniques.
- Deep understanding of financing documents such as sale and purchase agreements, shareholders agreements, funding documents etc
- Experience in negotiating complex investment structures and related investment agreements.
- Well-developed business networks within the BEE investment community and SA financial markets.
- Proven ability to generate deal flow.
- Strong credit and risk analysis skills.
- Previous experience in managing people / professional teams.
- Well-developed presentation, written and verbal communication skills
- Strong inter-personal skills.
- Strong organizational and strategic orientation.
- Experience in development and implementation of strategic and business plans. Preferred
- Previous experience in managing a business Unit within a commercial bank/ private equity / DFI environment.
- Proven track record in growing a private equity investment portfolio.
- Working knowledge of limited recourse finance ("project finance").

Key Performance Areas:

- Develop Business Development strategies and plans for uMnotho Fund by proactively identifying new opportunities and needs using market and customer intelligence.
- Lead the implementation of the Business Development plan and Strategy.
- Cultivate extensive networks within and outside NEF aimed at growing the reputation of NEF within the
- BEE financing, private equity, Development Finance Institution ("DFI"), commercial bank, financial intermediary arenas.

- Develop appropriate customer relationship strategies to deliver the uMnotho Fund products and services.
- Identify key role players and uses a variety of techniques to influence and guide towards intended goals.
- Lead ongoing road shows / engagements with potential clients/intermediaries aimed at stimulating market awareness of the NEF's products and services.
- Champion and contribute to the development of new products and services.
- Regularly lead NEF participation at conferences promoting NEF products, services and interventions to BEE market and other stakeholders.
- Assume responsibility for generating new business in accordance with targets set in performance contract.

Development of operational strategies, policies, procedures and tactics

- Produce the uMnotho Fund annual Business Plan adhering to the overall direction and guidance provided in the Divisional Strategic plan.
- Manage, monitor and report regularly to Divisional Executive: Venture Capital & Corporate Finance, Exco and other stakeholders on progress made against the KPA's and KPIs' set in the annual Business Plan.
- Develop Operating Manual for uMnotho Fund covering the uMnotho Fund investment process as well as due diligence guidelines, Investment Screening Report templates, Investment Paper templates.
- Annually review Operating Manual and operating procedures and implement required changes in consultation with Divisional Executive: Venture Capital & Corporate Finance and Exco.
- Develop and maintain standard financial models used by investment professionals in performance of the transaction appraisals.
- Contribute to the development of divisional strategy, policy, procedures and protocols.
- Proactively align cross-functional policies, procedures and protocols within the Fund Management Division by exploring dependencies and soliciting input.

Knowledge Management

- Facilitate own staff knowledge management by empowering staff to share knowledge and experiences.
- Coordinate training programs at Unit level aimed at ensuring staff members are trained on core competencies e.g. due diligence, financial modelling, term sheets etc
- Champion knowledge sharing at a Divisional level by leading / facilitating workshops on topical issues involving internal and / or external experts on relevant topics.
- Provide ongoing guidance, mentoring and support to investment professionals with regards to the execution of investment proposals and transactions.
- Contribute to the establishment of NEF research database.

Portfolio Management

- Lead the development / growth of the uMnotho Fund investment portfolio on a sustainable basis by adopting sound investment discipline.
- Manage the optimal growth of the uMnotho Fund investment portfolio in line with performance targets.
- Manage the quality of the uMnotho Fund portfolio within impairment levels acceptable to the NEF stakeholders.
- Ensure that due diligence files are complete and reviewed either personally or by senior leadership within uMnotho Fund before submission outside the Unit.
- Ensure that Investment Papers and Financial models are complete and accurate and are reviewed by senior leadership within uMnotho Fund before submission outside the Unit.
- Oversee project management of multiple investment teams ensuring that investment professionals/investment teams adhere to agreed execution time frames and submission deadlines.
- Ensure that transactions are appropriately structured and that investment structures mitigate NEF investment risk as far as possible.
- Provide mentorship and support in relation to the negotiation of complex transactions.
- Provide leadership in the finalization of transaction documents, especially transactions with above average complexity.

- Influence investment decisions at a Divisional level through active participation at Divisional Investment Committee (“FMD”) and Portfolio Management Committee.
- Lead the presentation of uMnotho Fund transactions at NEF Executive Investment Committee (“NEF Exco IC”), at NEF Board Investment Committee level and at NEF Board of Trustees (where applicable).
- Assume the role of custodian in relation to disbursement of new uMnotho Fund deals by ensuring that the disbursement processes and controls are adhered to in order to facilitate timeous disbursement of investments whilst mitigating investment risk to NEF.
- Perform the duties of non-executive director on the Boards of selected investee companies.

People and General Management

- Manage performance feedback and implement consequence management.
- Develop work plans and allocation of work, ensure outputs from team are of an acceptable standard
- Manage staff performance continuously to ensure maximum productivity, projects delivery and high staff morale.
- Identify skills gaps and provide training and development opportunities for team members.
- Resolve grievances raised by team members and escalate as and when required
- Prepare budget for the department based on strategy and manages the execution of the budget.
- Participate in various committee structures to add value to the achievement of the mandate of the NEF.
- Monitor adherence to systems and internal controls of the NEF within the department.

Other Key Competencies:

The candidate must demonstrate the following skills and attributes:

- Protect and Enhance NEF’s Reputation
- Execute at Speed with respect to recruitment
- Meeting Customer Needs
- Quality Conscious
- Managing Relationships
- Analysis and Judgment
- Communication
- Thoroughness
- Confidentiality/Integrity
- Personal Organization
- Integrity