

WE'RE HIRING

ASSET LIABILITY MATCH SPECIALIST

Position available within Verso Benefits Administrator (Pty) Ltd

If you are looking for an opportunity, in a Group of Companies, which always acts with integrity, are passionate about client service excellence, and are professional and caring in its dealings with all its stakeholders, then Verso should be your first choice.

GENERAL JOB INFORMATION:

An opportunity exists to express your passion for exceptional service in the provision of Pension Fund accounting and administration.

QUALIFICATIONS AND EXPERIENCE:

A minimum qualification of matric or equivalent with strong accounting and mathematical abilities. B Comm/Accounting Diploma or equivalent will be an advantage.

JOB TYPE:

- Permanent; full time; on-site.
- The incumbent will report at our Bellville office.
- Office hours: 7.5 hours per day. Monday to Friday, between the hours of 08h00 – 17h00, core hours are between 09h00 – 16h00.

REMUNERATION & BENEFITS OFFERED:

Negotiable - based on qualification & years of experience.

Compulsory membership of:

- Verso Umbrella Retirement Provident Fund.
- Employer's risk benefit schemes.
- Discovery Health medical scheme (unless a member of spouse's medical aid).

SKILLS REQUIRED:

- Understanding of accounting principles
- Understanding of S13B administration will be a strong advantage
- Articulate presentation and professionalism
- Quick learner
- Organised and good time management skills
- Attention to detail/accuracy
- Positive attitude and strong work ethic
- Proactive – uses initiative (Self-starter – able to self-motivate)
- Must be able to work independently and under pressure

KEY DUTIES & RESPONSIBILITIES:

Perform monthly Asset-liability matches on all employers/Funds under administration (where applicable), to ensure the liabilities reflected on the system tie back to the assets held with the asset manager / in the bank account; as well as ensuring that the underlying investment options tie back to the system where there is more than one investment option.

Monthly process:

A market value report at the specified date is generated from the administration system and the liabilities, per portfolio (if applicable), are compared to the assets in the market (per portfolio if applicable).

Ensure that all the contributions for the period covered by the ALM have been invested and are reflected on the Asset Manager statement.

For claims processed for the period, ensure that the relevant disinvestment has been made in the market and that accruals are made for unpaid benefits where the assets are still in the market. Ensure that all other investments or disinvestments (MIC or life stage switches) have been actioned in the market and on the system.

Identify reasons for any discrepancies identified on the asset liability match. The administration department to do the necessary adjustments to the market and/or the administration system, if required.

Ensure that the ALM variance is within the agreed tolerance level and obtain sign-off.

TO APPLY:

Those that meet the above-mentioned requirements, and/or have other proven relevant skills or qualifications, should submit a detailed CV for the attention of Ms. K Smit to e-mail careers02@verso.co.za by no later than 30 April 2025.

In submitting your information to Verso, you hereby allow us to collect your personal information and process it for the purpose of recruiting for this position.

Should you not receive a response from us by 31 May 2025, accept that your application was unsuccessful.

You may also visit us online at:

- Website: <https://verso.co.za/>
- LinkedIn profile: <https://www.linkedin.com/company/verso-financial-service/>

* Please note that the Verso Group may add, delete or expire jobs at any time.

ABOUT US

The Verso Group of Companies, established in 2000, has a national footprint and is comprised of private companies functioning within the financial services sector. The Verso Group, which has experienced exceptional growth since inception, is an established and trusted brand in the industry. The Group includes the following entities and is expanding rapidly:



VERSO BENEFITS ADMINISTRATOR (PTY) LTD

Retirement fund administration, employee benefits consulting and group risk products.



VERSO HEALTH (PTY) LTD

Brokers of medical aid, gap cover, employee wellness and health insurance products.



VERSO WEALTH (PTY) LTD

Holistic wealth planning inclusive of financial management; retirement planning; personal risk management; estate planning; investment planning; risk cover – disability, death & dread disease.



VERSO TRUSTEE SERVICES (PTY) LTD

S37C death benefit investigations, retirement fund secretariat, legal and technical services to retirement funds, pension funds adjudicator complaints management, communication services for retirement funds and fiduciary services.



VERSO EMPLOYEE BENEFITS CONSULTING (PTY) LTD

A comprehensive employee benefits consulting service encompassing all aspects of prudent retirement fund management and best practice principles.