

# WE'RE HIRING

## PRINCIPAL CONSULTANT

Position available within Verso Employee Benefits Consulting (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:

The incumbent will report to the Managing Director, Verso Employee Benefit Consulting. The incumbent will consult our corporate clients on their employee benefits (retirement fund and risk benefits) requirements. The employee benefits consultant provides day to day advisory/consulting, brokerage and administrative services to the employer while also dealing directly with their employees on query resolution, employee communication, claims and other administrative related tasks.

The ideal candidate would be a motivated, hard-working self-starter with excellent management, business development and strategic planning skills and have the required expertise and relevant experience in retirement fund consulting.

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### QUALIFICATIONS AND EXPERIENCE:

#### Academic qualifications:

- Relevant business-related degree and / or other industry applicable qualification i.e., BCom degree or at least a NQF 6 equivalent.
- Further studies will be an advantage.

#### Experience:

- At least 6 years' relevant employee benefits consulting experience and currently providing consulting services to retirement funds.

#### Other:

- FAIS accredited, with excellent technical knowledge of the industry (RE5)
- Proven Financial Product category:

- 1.1 Long-Term Insurance: Subcategory A
- 1.3 Long-Term Insurance: Subcategory B1
- 1.20 Long-Term Insurance: Subcategory B2
- 1.21 Long-Term Insurance: Subcategory B2-A
- 1.22 Long-Term Insurance: Subcategory B1-A
- 1.4 Long-Term Insurance: Subcategory C

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- 1.5 Retail Pension Benefits
  - 1.6 Short-Term Insurance Commercial Lines
  - 1.7 Pension Funds Benefits
  - 1.14 Participatory Interest in a Collective Investment Scheme  
**(updated DOFA to be provided on application)**

- Applicable and proven legislative/industry knowledge required.
- MS Office: Word, Excel & Outlook proficiency.
- Contactable references.

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### **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.

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### **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).

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### **SKILLS REQUIRED:**

We are looking for an exceptional individual who can demonstrate the strength of character and self-motivation to succeed in a high-profile consulting role. Ideally you will have –

- previous experience in a similar position of employee benefits / retirement fund consulting with a thorough knowledge of legislation applicable to the retirement fund industry.
- excellent interpersonal, marketing, presentation, and management skills.
- strong organisational skills, attention to detail and goal-orientated with an eager competitiveness for success.
- a passion for service delivery and client management.
- excellent verbal and written communication skills in both English and Afrikaans (more languages an advantage).
- a good understanding of the dynamics and value of a team.
- the ability to thrive under pressure.

## **KEY DUTIES & RESPONSIBILITIES:**

### **COMPLIANCE**

Ensuring compliance with FAIS (Rep disclosures / needs analysis / PPR) and all other relevant legislation.

Compliance support for compliance officer.

Address queries from the FSCA.

### **NEW BUSINESS**

Preparation of new business tenders and presentations thereof.

Take-on of new business - completion of relevant documentation and completion of all required agreements and contracts.

### **CONSULTING**

Provision of employee benefits consulting to clients.

Arranging and attendance of client meetings. This includes the secretarial functions relating to the preparation of the agendas and compilation and distribution of the minutes and action items.

Management of client's year plan ensuring compliance with all deliverables.

Account management and managing client relations.

Provide technical advice on legal, technical and tax matters.

Regular rebroke of risk benefits.

Management of risk benefits with underwriters and liaison with administrator and all third parties.

Liaise with members on fund benefits/matters.

Presentations to employers and fund members.

Prepare employer and member communication.

Draft Special Rules and amendments and arrange for submission and registration thereof.

## **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 [careers05@verso.co.za](mailto:careers05@verso.co.za) by no later than 22 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 20 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

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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:

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### **VERSO BENEFITS ADMINISTRATOR (PTY) LTD**

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

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### **VERSO HEALTH (PTY) LTD**

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

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### **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.

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### **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.

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### **VERSO EMPLOYEE BENEFITS CONSULTING (PTY) LTD**

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

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