



VACANCY

ENTERPRISE FINANCE CONSULTANT CONSTRUCTION: MTHATHA PERMANENT: GRADE 13 – (Total Cost to Company)

The incumbent shall be responsible for the following:

To implement the provision of financial and non-financial support incentives, incubation support, pre and post investment support, and other entrepreneurship development programmes/projects that contribute towards attainment of growth and development priorities of the Eastern Cape province.

The role entails:

- Identification, assessment of client needs and provides enterprise support products and appropriate solutions to address the needs of the business.
- Creating linkages with business development support partners internally and externally. Initiate and strengthen key partnerships with other role players within the funding environment.
- The incumbent will also be responsible for maintaining relationships with existing clients within the region for additional support.
- Functions relating to the role also include: Processing incentive fund applications, making recommendations to committees, feedback to clients, preparing disbursements, monitoring and reporting.
- Conducting improvement assessments on completion of business support interventions. The role involves working in teams, dealing with highly sensitive client information and requires due care in providing satisfactory services to clients.

KEY DUTIES AND RESPONSIBILITIES

The Key Performance Areas will encompass:

Pre and Post Investment Support

- Interview applicant business to gather and share information regarding ECDC products, policies and procedures and client needs.
- Vet all information submitted by the applicant for accuracy and compliance to ECDC loan product requirements.
- Perform a desktop assessment to determine funding appetite in line with ECDC credit granting criteria.
- Conduct due diligence to confirm viability of the business and overall financial standing to justify affordability of loan funding required.
- Analyse financial statements and prepare financial projections based on the business model of the applicant.
- Prepare loan funding submissions for consideration by the mandated credit granting authority.
- Communicate the outcome of the application to the applicant business.

Financial incentives

- Interview applicant business to gather and share information regarding ECDC financial incentives, policies and procedures and client needs.
- Review and verify all information submitted by the applicant for accuracy and compliance to ECDC requirements.
- Perform business diagnosis to determine compliance to incentive fund framework.

- Analyse financial information and prepare financial projections.
- Prepare funding submissions for consideration by the approval committees.

Entrepreneurship development and Business Support Initiatives

- Co-ordinate the provision of trainings and business seminars for MSMEs
- Implement products and programmes that are responsive to small towns, rural and township development.
- Implement value chain opportunities for entrepreneurship development.
- Implement the rollout of other developed products and programmes.
- Implement supplier development programmes and create market linkages for MSMEs.
- Identify gaps and lead the design and delivery of business development services for entrepreneurs.

Customer / Stakeholder Management

- Present all ECDC products on various platforms.
- Initiate the creation of key partnerships with municipalities, business chambers, traditional authority and other relevant stakeholders.
- Attend networking sessions to stimulate deal flow.

MINIMUM REQUIREMENTS

- National Diploma in Business Management / Economics/ Finance/Accounting
- A minimum of three (3) years working experience of which at least two (2) years should be in enterprise finance, enterprise development or economic development.

This is a permanent position, and the successful candidate will be subjected to signing of a performance contract and verification of qualification. If you have not been contacted within eight (8) weeks after the closing date of the advertisement, please regard your application as unsuccessful.

This is an internal vacancy which is part of the Organisational Development process.

In making these appointments, ECDC reserves the right to apply the principles enshrined in the Employment Equity Act, its policies, and plans.

Please send your detailed CV and certified copies of qualifications to
The Human Resources Department
Tel: (043) 704 5783
Email: humanresources@ecdc.co.za

Closing date: 23 February 2023