

VACANCY
(Kempton Park)

Publication Date: 14 January 2026

Job Title: Principal Executive Officer

Position number: 001

Educational Requirements: Relevant tertiary qualification of at least NQF level 7

Skills Required: Leadership, Planning, Organizing, Time Management, Integrity, communication skills

Experience: 5 years in a similar position and 10+ years' retirement funds industry experience

Responsibilities:

1. Monitor and ensure that the Fund complies with all the applicable legislation, standards and rules.
2. Management of the Fund in terms of the Rules of the Fund and the Pension Funds Act
3. Liaison with the Registrar of Pension Funds on behalf of the Fund.
4. On-going quality management, review of the Fund's rules and benefit structures and submission of amendments to the Board for consideration.
5. Oversight on the finalization of the annual financial statements and actuarial evaluation report for submission to the Board and statutory bodies.
6. Maintain a record of all Fund officers and Board members.
7. Oversee the process of election of the Board members in terms of the rules of the Fund.
8. Ensure that all administrative functions to support the Board are performed.
9. Manage all external service providers to the Fund to ensure sound financial management of the Fund.
10. Act as the Information Officer of the Fund to ensure compliance with the Protection of Personal Information Act (POPIA)
11. Management of the interface between Board Members, Administrator, Participating Employers, and members.
12. Keep Board Members informed about developments in the pension fund environment.

Contact Person: Mr Blessing Richard Mahlalela

Closing Date: 23 January 2026

Interested applicants should submit a detailed CV and Covering letter to blessing@akafin.co.za no later than 23 January 2026.

Only short-listed candidates will be communicated with. Should you not hear from ABF within 14 days of the closing date, please consider your application unsuccessful and note that your submitted CV will be destroyed.