

## **Principal: Fund Raising & Investor Relations Officer**

**SALARY: MARKET RELATED**

KZN Growth Fund is a private equity and private debt Fund based in Durban reporting to the KwaZulu Natal Department of KZN Economic Development, Tourism and Environmental Affairs (EDTEA). The Fund seeks to appoint an experienced and suitably qualified Principal: Fund Raising & Investor Relations Officer.

The ideal individual will be the primary focal point between KZN Growth Fund and existing as well as potential investors. Reporting to the Chief Investment Officer, the incumbent will be responsible for fundraising initiatives and investor and stakeholder relations. In addition, the role is responsible for marketing, public relations, and brand and reputation management of the KZN Growth Fund.

### **The ideal individual will be allocated the following responsibilities:**

- To develop and implement a roadmap and policy for fund raising and investor relations initiatives;
  - Formulate and implement fund raising plans and strategies;
  - Analyse and develop investor programmes and develop targeted initiatives designed to attract new investments and to retain current investors;
  - Represent the KZN Growth Fund at all relevant stakeholder engagements;
  - Follow-up on drawdown requests with investors and liaison with the fund administrator on deliverables as per signed service level agreements and engagement letters;
  - Formulate the marketing and branding policy, strategy and implementation plan including digital marketing;
  - Project leader of the KZN Growth Fund's project launches and all public engagements;
  - Primary contact on behalf of the KZN Growth Fund for media liaison and press briefings including handling of enquiries and providing feedback to investors;
  - Report to investors on investment performance including financial metrics within agreed timelines;
  - Coordinating all periodic reporting requirements to EDTEA and KZN Provincial Treasury;
  - Reporting to EXCO on investor meetings and fund raising initiatives and
  - Ad-hoc assignments as requested by EXCO and CEO.
- **The following minimum requirements must be met in order to be considered for this position:**
  - An honours degree or Post-Graduate qualification (an MBA or CFA would be an advantage);
  - Minimum 5 years working experience in a similar role or in private equity or corporate finance;
  - Deep financial acumen and familiarity with private placement structures and regulations;
  - First-hand experience in the PE life cycle of funds and investments, exit experience a must;
  - Technical understanding of due diligence, structuring, financial modelling including portfolio performance reporting and
  - Demonstrable experience in dealing with senior executive management teams of investee companies, investor representatives and or other stakeholders.



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Trustees: Mr SS. Buthelezi - Adv KP. Thango - Ms B. Zulu – Mr A. Dhuki – Mr SZ. Hlophe - Ms S. Ngcobo  
Ex officio: Mr AL. Shabane (Acting CEO)

Registration No. IT1437/2007(PMB)



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**KZN GROWTH FUND TRUST EMBRACES THE PRINCIPLES OF THE EMPLOYMENT EQUITY ACT.**

**Designated group candidates are strongly encouraged to apply.**

Correspondence will be limited to short-listed candidates. Late applications will not be considered. Email users are requested to set the delivery option on both “return receipt” and “confirm delivery”. If you have not been contacted within 30 days of the closing date of the advertisement, please accept that your application has been unsuccessful.

**Interested applicants should forward a motivation letter of how each of the entry requirements are met, a detailed CV, certified copies of qualifications and ID document to:**

**[Precious@kzngf.co.za](mailto:Precious@kzngf.co.za)**

**CLOSING DATE: 01 March 2019**