

GOVERNMENT EMPLOYEES PENSION FUND

With more than 1.2 million active members and around 480 000 pensioners and beneficiaries as well as assets worth more than R2.69 trillion, the Government Employees Pension Fund is a defined benefit fund that manages pensions and related benefits on behalf of government employees in South Africa. It is the largest pension fund in South Africa and Africa. The GEPF is currently seeking to appoint a suitably qualified individual with the relevant experience to fill the role of an Accounts Payable Officer within the Finance Department.

ACCOUNTS PAYABLES OFFICER

To provide an operational support to the Finance Department through processing invoices and expenses, managing payments to vendors, reconciling accounts, and ensuring compliance with the organisation's policies.

KEY PERFORMANCE AREAS:

- Invoice and S&T Processing • Payment Processing • Supplier Account Reconciliation
- Compliance and Internal Controls • Vendor Management and Communication
- Process and Workflow Improvement • Reporting and Analysis • Teamwork and Collaboration.

QUALIFYING REQUIREMENTS:

- Bachelor's Degree (3 years) / NQF level 7
- Minimum of 2 years relevant experience
- Pension Fund Legislation in South Africa
- Good understanding of accounts payable processes.

A competitive, market-related remuneration package will be negotiated with the successful candidate. The GEPF is an equal opportunity employer, committed to employment equity.

APPLICATION PROCESS: THE FOLLOWING SUPPORTING DOCUMENTS WILL BE REQUIRED: COVER LETTER, DETAILED CV, RECENTLY CERTIFIED COPIES OF YOUR QUALIFICATIONS AND IDENTITY DOCUMENT TO BE EMAILED TO:

MOSA PHAHLA (011) 791 6251/0905

EMAIL: recruit@mogalesol.co.za

CLOSING DATE FOR APPLICATIONS:

07th APRIL 2026

**NO LATE APPLICATIONS WILL
BE ACCEPTED.**



GEPF™
your investment, your future