



## LEGAL AND REGULATORY MANAGER– CAPE TOWN

Spark ATM Systems is South Africa's premier independent ATM deployer installing convenience ATM's into shopping centre, retail, petroleum, leisure and hospitality locations countrywide. The Company is owned by Cardtronics plc, the world's leading ATM deployer operational in 10 countries and listed on the Nasdaq Stock Exchange (CATM) in the USA.

The company seeks a dynamic and competent Legal and Regulatory Manager who wants to be part of a dynamic and fast-paced work environment. Based in Paarden Eiland, the successful candidate will be responsible for ensuring that appropriate processes, systems and structures are in place to manage compliance with the Company's legal and regulatory obligations.

### RESPONSIBILITIES & KEY PERFORMANCE AREAS

- Responsible for examining and researching the risk areas across the business and mitigating identified risks ensuring full compliance with all applicable regulations, legislation, company policies and best practice.
- Draft, review, negotiate and manage a wide range of agreements and documents.
- Ensure company compliance by adhering to all applicable domestic and international laws and regulations including but not limited to government regulations such as the CPA, POPIA, AML, POCA, COVID regulations, Labour Relations and industry specific regulations such as PCI, EMV, Card Association Rules (Visa/Mastercard), Bankserv regulations, SARB regulations, ASO, etc.
- Formulate and implement Compliance Risk Management Plans.
- Design and compile compliance monitoring plans and compliance risk management plans (CRMP's) as required by relevant legislation.
- Chair the company's Risk and Regulatory Committee and carry out a programme of monitoring and remedying compliance and other business risks.
- Be an active member of the company's Management Committee and provide guidance and advice to all fellow managers.
- Liaising and maintaining close working relationships with third party companies involved in the operations of the business's licences.
- Review, advise and follow-up matters including ongoing legal cases, directed to external counsels and advice the Company management and Group accordingly.
- Perform and complete legal formalities including but not limited to minutes of statutory meetings, publications, etc.
- Deal with external parties, including but not limited to external counsel, auditors, partners, suppliers, clients, and public authorities.
- Review and verification of legal-related invoices, fees, and payment contracts.
- Spearhead the mitigation of past, present and future legal risk.
- Spearhead all legal matters including the submission and defence of legal proceedings.

#### Spark ATM Systems (Pty) Ltd

Spark House, 31 Transvaal Street, Paarden Eiland, Cape Town, 7405  
087 750 1000 info@sparkatm.co.za www.sparkatm.co.za

Company Registration Number: 2005/030567/07  
VAT Number: 401 022 4790

#### Directors:

M Sternberg, R Berman, MTerry (UK), W Davies (UK), D Bolton (UK)

- Escalate any significant compliance/non-compliance issues, i.e., irregular activities and/or potential issues in policies or systems to the Managing Director or any other stakeholder, leading investigations and remediation promptly and effectively.
- Review marketing materials, presentations and websites to ensure compliance.
- Drive compliance awareness and encourage a compliance culture across the business.

## **PROFESSIONAL REQUIREMENTS**

- Admitted Attorney in Commercial Law and legal honours degree
- 7+ years' experience in a Legal & Compliance role
- Proficiency in dealing with third party regulators and licensing bodies
- Previous experience in the Financial Services industry
- Proven experience in operating at senior management level
- Ability to think laterally, act decisively and take accountability
- Ability to demonstrate impartiality and independence
- Ability to work in a medium sized team and add value across the organisation

## **COMPETENCIES:**

- A great 'do whatever it takes' attitude
- Attention to detail and high degree of accuracy
- Responsible, reliable, work systematically and have a high degree of personal integrity
- Professional verbal and written communications skills
- Follow procedures with a structured approach to problem-solving
- Be neat, orderly, organised and self-motivated
- Ability to manage your own time effectively and respond positively to different situations

The company is offering a competitive salary and benefits, rewarding work environment and exciting career growth opportunities for the right candidate. Remuneration is negotiable depending on your skills and experience.

Interested parties should email a concise CV and covering letter, outlining why you feel that you are suited to the position, with the subject line: LRM1020 and your name to [jobs@sparkatm.co.za](mailto:jobs@sparkatm.co.za).

If you do not hear from us within 14 days from date of application, please regard your application as unsuccessful. Only short-listed candidates will be contacted.

For more information visit [www.sparkatm.co.za](http://www.sparkatm.co.za).