

JOB TITLE

Graduate Trainee:
JSE Sponsor Services

BUSINESS UNIT

Sponsor Services Division

GEOGRAPHICAL AREA

Based in Illovo
Johannesburg

JOB TYPE

2 year graduate training programme
with a performance review after
12 months

OVERVIEW OF ONE CAPITAL AND THE ROLE YOU WILL PLAY

One Capital was founded in 2009 as an independent corporate advisory firm proving innovative strategic and financial advice to its clients.

One Capital's success is premised on the provision of client-centric, independent advice, with no bias towards any particular instrument or product, across both the debt and equity capital markets.

In your role, you will be exposed to a wide range of listed companies and products and you will focus on their compliance with the JSE Listings Requirements and Debt Listings Requirements (collectively, "**JSE Requirements**"). The JSE Requirements govern the relationship between listed companies and the JSE and have to be adhered to at all times by listed companies.

The One Capital team consists of highly qualified and experienced individuals from varying backgrounds and as a Graduate Trainee you will benefit from leveraging off their diverse experience. You will have some interaction with the Advisory division and will benefit from exposure to their transactions and how these are structured.

In addition, your position will require direct communication with our clients, presenting you with numerous occasions to be exposed to their top level management. It is therefore imperative that the successful candidates possess the appropriate communication and interpersonal skills to interact professionally with very senior levels of management.

One Capital's dynamic, enthusiastic, inclusive and highly professional deal team looks forward to welcoming graduates that are willing to adopt our culture and strive for the excellence that we pride ourselves on.

CRITICAL PERFORMANCE AREAS

Our clients are typically large corporates and most of them have market capitalisations in excess of R1 billion. Some of our larger clients have market capitalisations in the range of R10 billion - R70 billion. However, we view each of our clients as equally important and want to ensure that the chosen graduates understand and implement this philosophy.

The Graduate Trainee will be expected to learn and carry out all JSE sponsor related activities including:

- understanding of the JSE Requirements;
- ensuring all JSE related documents are accurate, complete and in compliance with the JSE Requirements;
- managing the submission of all client related documents to the JSE;
- drafting and releasing of JSE related announcements;
- liaising with the JSE and other regulators as required; and
- managing ongoing client liaison.

Please note that in relation to your position, you will regularly be required to work outside standard office hours. It is therefore important that you have your own transport and that you have sufficient flexibility in your personal life / commitments before 7:30am and after 5:30pm.

We emphasise that the corporate finance industry is a very demanding industry that requires a very high level of dedication and effort (including long working hours and a high degree of stress tolerance) and that Graduate Trainees that are not prepared to commit themselves to this level of effort and dedication will not succeed in this industry. Please also note that the corporate finance industry does not pay any overtime, yet industry participants are required to work very long hours.

QUALIFICATIONS

Any individual with a South African citizenship, permanent residence or working permit and who has recently completed his/her degree, or will complete his/her degree in 2023, in the following disciplines:

- BAcc;
- BA Law / LLB;
- BBusSc Accounting / Finance / Economics;
- BCom Accounting / Management Accounting / Economics / Finance / Financial Management / Financial Planning / Investment Management / Law; and
- BCom Honours Accounting / Management Accounting / Economics / Finance.

ON-GOING TRAINING REQUIRED

One Capital will provide intensive daily in-house training to the Graduate Trainees. The Graduate Trainee will be required to attend the JSE Sponsor Development Programme and pass the examination (note: this is an industry recognised qualification). Further training will also be provided with regard to the Companies Act and the requirements of the Takeover Regulation Panel.



COMPETENCIES REQUIRED

- Excellent communication skills (both written and spoken) and fluent in English. These skills are critical to the position, therefore One Capital will also test these skills independently.
- Efficient, responsible, accountable and able to work without supervision.
- Trustworthy and honest, with the highest adherence to ethical standards.
- Very high attention to detail and has a passion for accuracy.
- Intelligent, adaptable, resourceful and has the ability to learn quickly while on-the-job.
- Good organisational skills and able to manage time and prioritise different tasks effectively.
- A self-starter who is proactive and uses his/her initiative at all times, but also knows when to seek guidance and instruction from senior management.
- Someone that knows how to follow up and never avoids taking responsibility.
- Ability to handle positive, professional and constructive criticism (bearing in mind that the candidate will likely have no previous exposure to this type of work and/or clients).
- Proficient in the use of Microsoft Outlook, PowerPoint and Word, with a basic understanding of Microsoft Excel.

TO APPLY

Please click on the link below or paste it into your browser, which will direct you to the online application form for this position.

<https://www.surveymonkey.com/r/7GMDBQ6>

Please ensure that you carefully read the Important *Information and Terms and Conditions* contained on the site, before applying for this position.

Following completion of the application form, please send your CV, Academic Transcript and Matric Certificate to: careers@onecapital.co.za

Closing date: 30 June 2023