

JOB TITLE	:	PAYMENTS AND INTERBANK ANALYST – ELECTRONIC PAYMENTS
REPORTS TO	:	MANAGER: PAYMENTS AND INTERBANK
BUSINESS UNIT	:	OPERATIONS
LOCATION	:	HEAD OFFICE: PRETORIA
POSITION STATUS	:	PERMANENT
POSITION GRADE	:	C5

Purpose of the Job

The purpose of this position is to represent Postbank within the National Payment System and PASA Low-Value Electronic payment forums, while ensuring compliance with industry regulations, standards, and developments. The role supports the Payments & Interbank Business Unit by providing governance, coordination, reporting, and operational support for EFT-related processes, industry engagements, and incident management, thereby ensuring the efficient, compliant, and reliable operation of Postbank's electronic payment services.

Job Responsibilities

- **Industry Representation & Engagement**
 - Represent Postbank in national payment forums, ensuring the bank's views and interests are communicated and influencing industry decisions. Attend meetings, workshops, and ad hoc engagements to maintain visibility and active participation
- **Regulatory Compliance & Governance**
 - Review and internalize payment industry documents, monitor regulatory developments, and ensure Postbank adheres to all relevant industry standards and regulations. Provide guidance to internal stakeholders to maintain compliance
- **Reporting & Documentation**
 - Prepare and submit weekly, monthly, and ad hoc reports (e.g., Project Reports, LV/EFT PASA Forum Reports, Incident Trackers, SOPs) to management. Maintain and update Bilateral Agreements and review industry documents. Ensure all documentation is accurate, up-to-date, and audit compliant
- **Process Management & Standardization**
 - Develop, implement, and maintain Standard Operating Procedures (SOPs) for all LV/EFT-related processes. Ensure operational consistency, efficiency, and compliance across the Payments & Interbank BU.
 - Coordinate and facilitate industry testing requests. Provide timely support for LV/EFT-related incidents, including root cause analysis, resolution, and communication with relevant stakeholders.
 - Contribute to ad hoc reports, provide support to team members, and liaise with other Business Units where P&I BU activities are impacted. Ensure smooth communication and collaboration across the organization

Qualifications and Experience

- Bachelor's degree or NQF6 equivalent, preferably in Banking, Financial Information System, Commercial or a related field
- Post graduate degree or diploma preferred
- Professional certifications in payments
- Minimum experience in banking, payments, or financial services, with exposure to electronic funds transfer (EFT) or payment systems
- Experience managing cross-functional teams and external vendor relationships
- Experience representing an organization in industry forums, committees, or regulatory bodies is highly desirable
- Candidates with experience in the banking industry, particularly in product management and payments and interbank, will be given preference

Knowledge and understanding of:

- Understanding of the National Payment System (NPS) regulations & requirements, PSMB or equivalent guidelines and rules; and financial industry regulations
- Payments and interbank processes, PSO and PCH operations
- Corporate policies, procedures, and system manuals
- Knowledge of domestic & international payment trends
- Stakeholder management and reporting requirements
- Consumer Protection and, NPS Act compliance
- Industry engagement & meeting participation

Skills and Attributes

Analytical Skills Regulatory environment experience, Problem-solving & operational coordination Proficiency in English, Presentation skills, Ability to handle detailed information Verbal and written communication Policy application & documentation skills, Research and analytical skills, Coordination & facilitation, Regulatory interpretation & compliance monitoring and adherence, Presentation & negotiation skills, Collaborative & persuasive, Detail-oriented & diligent, Assertive & proactive, Attention to detail, Willingness to learn, Continuous learner, Solution-Focused: Confidentiality & trustworthiness, Ability to work across and within teams, Accountable & Reliable, Ability to perform under pressure, Resilient, Accountable & Reliable, Adaptable & Flexible

How to Apply

If you wish to apply and meet the requirements, please forward your Curriculum Vitae (CV) to RecruitmentSN@postbank.co.za Please indicate in the subject line the position you are applying for. To view the full position specification, log on to www.postbank.co.za and click on Careers.

Closing Date

28 May 2026

Disclaimers

The South African Postbank SOC Limited is committed to the achievement and maintenance of diversity and equity in employment, especially with regard to race, gender and disability. In compliance with the bank's employment equity plans, we encourage and welcome applications from diverse groups from the South African Employee active population. Correspondence will be limited to short-listed candidates only.

If you do not hear from the South African Postbank SOC Limited or its Agent within 3 months of this advertisement, please accept that your application has been unsuccessful. The South African Postbank SOC Limited reserves the right not to fill the positions or to re-advertise the positions at any time.

POPIA provides that everyone has the right to privacy and it includes a right to protection against the unlawful collection, retention, dissemination and use of personal information. By applying for employment you consent to the processing of your personal information with Postbank. Your personal information and any attached text or documentation are retained by Postbank for a period in accordance with relevant data legislation.

