



**National Gambling Board**

*South Africa*

a member of **the dti** group

## **RESEARCHER**

**Reference Number: NGB 03/2019**

**Nature of Employment - Permanent position**

**Remuneration Scale: R 574, 951.00 - R800, 287.00  
(all inclusive package per annum)**

**Preference will be given to African Males, Coloureds, Whites and people with disabilities**

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### **BRIEF SUMMARY OF THE ACT**

The National Gambling Board (NGB) is established in terms of the National Gambling Act, (NGA) 2004 (Act 7 of 2004) as amended. It is a schedule 3A Public Entity in terms of the Public Finance Management Act, 1999 (Act 1 of 1999). The NGA makes provision for the coordination of concurrent national and provincial legislative competence over matters relating to the continued regulation of gambling activities and also makes provision for the establishment of uniform norms and standards applicable throughout the Republic in certain gambling activities.

### **STRATEGIC OBJECTIVE**

The strategic objectives stated below straddle and apply across all positions within the Board. Successful incumbents will be required to execute their functions in consideration of the following strategic objectives Enhance Stakeholder Liaison and Statutory Advisory Services; Optimise Organizational Excellence; Enforce Gaming Technical Compliance; and Enforce Compliance.

### **PURPOSE**

To conduct research and economic analysis, report on data collected through qualitative and quantitative methods to guide strategic initiatives / interventions in relation to the regulation of gambling in South Africa.

## **KEY PERFORMANCE AREAS**

### **Research and Economic Analysis and Reporting of Information in the Gambling Industry**

- Write reports on benchmarking the South African gambling market or industry with other countries.
- Assist in conducting primary and secondary data analysis on key research projects.
- Assist in the research on the socio-economic impact of gambling and share information with various stakeholders through reports and journals.
- Provides updates on the socio-economic patterns of gambling activity and important developments in the internal and external environments in which the National Gambling Board operates.
- Identifies research needs for the National Gambling Board (NGB) from benchmarks and provides guidance on transformation initiatives.

### **Gambling Sector Performance**

- Monitor gambling market share, market conduct, BBBEE compliance and transformation and assist in compiling gambling sector performance reports.
- Assist with writing reports on information on the gambling industry in terms of National and Provincial Licencing Authorities (PLA) (i.e. gambling statistics, market share and market conduct).
- Maintains good working relations with stakeholders to ensure openness to engagement on research input.
- Tracking and analyse adherence to quality standards on project deliverables regularly.
- Prepares presentations and publishes gambling sector performance papers / bulletins / articles / reports that are disseminated within and outside the NGB in consultation with the Senior Manager.

### **Economic Analysis**

- Assists in conducting macro and micro economic analysis of gambling industry developments and undertakes quantitative analysis of time series gambling data and trends in gambling industry
- Assists in analysing data using mathematical models and statistical techniques and prepares reports, tables and charts that present research results.

- Assists in developing and forecasting future gambling industry trends using econometric modelling techniques and analyses.
- Gather external time series data from relevant sources and perform data cleaning, analyse and report on the gambling industry.
- Assists in developing a database for the storing, manipulation, documentation and sharing of statistics and ensures updated, preservation, and integrity of data on gambling sector performance.
- Prepares presentations and publishes research papers / bulletins / articles / reports for dissemination within and outside the NGB.

### **Research Administration**

- Assist in the coordination of research seminars, workshops and other research projects.
- Provides inputs on policy reforms in terms of the National Gambling Act.
- Provides input into statutory reports and Parliamentary enquiries.
- Gives input into the research budget.
- Assists in updating and maintaining the statistical portal / database.
- Oversees the maintenance of a resource centre on all documents, products and reports collected, used and developed by the department.
- Provides accurate and timely reports to Senior Manager related to current status of all research projects and quarterly performance reports on research initiatives

### **Budget Management**

- Analyse the business plan to determine the financial requirements.
- Obtain the budgetary prescriptions from the Finance Department.
- Determine financial allocations in accordance with deliverables.
- Submit budget for approval in accordance with policies and procedures.
- Monitor expenditure against budget and ensures spending occurs within budgetary limits.
- Peruse monthly expenditure statements from Finance and addresses anomalies.

### **Records Management**

- Ensure that records management is performed in accordance with NGB approved file plan and electronic document management.

## MINIMUM JOB REQUIREMENTS

### Qualifications

- Three (3) years National Diploma or Bachelor's Degree in Economics or in Statistics.

### Experience

- Three (3) years relevant working experience in Research.

### Competence and skills

The appointee must have the following skills:

- Statistical and data collection
- Analytical
- Relationship Management
- Administrative
- Problem solving

The appointee must have the following knowledge in terms of **legislations:**

- Promotion of Administrative Justice
- Promotion of Access to Information Act
- Gambling Legislation as well as application of the Constitution is essential

The successful applicants' remuneration package will be in terms of the NGB Remuneration Policy. The National Gambling Board subscribes to the principles of Employment Equity.

The appointee will be required to sign a performance agreement within one (1) month of joining the organisation and this position is subject to a twelve (12) months' probation period.

To apply for this position, interested applicants are required to complete the NGB employment application form to be obtained from NGB's website [www.ngb.org.za](http://www.ngb.org.za), attach and complete the following mandatory documents i.e. comprehensive CV, copies of qualifications and identity document. **Failure to submit all requested documents will disqualify your application.**

The completed application with all supporting documents can be submitted by e-mail to [recruitment@ngb.org.za](mailto:recruitment@ngb.org.za), hand delivered to the NGB offices at 420 Witch Hazel Avenue, Eco Glades 2, Block C, Eco Park, Centurion or posted to the Senior Manager: Human Capital Optimisation, Private Bag x 27, Hatfield 0028.

Background verifications, criminal record checks, citizenship check and competency assessment will form part of the selection process. It is the responsibility of candidates with foreign qualifications to have them verified by the South African Qualifications

Authority (SAQA). If you have not been contacted within three months after the closing date, please regard your application as unsuccessful.

**CLOSING DATE: 24 MAY 2019**

**The Board reserves the right not to make an appointment.**