



## **PUBLISHER: TAX AND ACCOUNTING**

**Legal Compliance**

**Location: Claremont**

The incumbent will be responsible for a range of products published for professionals requiring compliance and regulatory information, in both print and electronic media and spearhead the development of innovative product solutions.

### **Responsibilities**

#### *Commissioning*

- Formulating a publishing strategy for designated market segments to meet strategic business objectives of the Law division
- Identifying and evaluating trends and business opportunities in the compliance and regulatory environment
- Identifying new publishing opportunities and developing new products for **TAX** and Accounting markets

#### *Publishing*

- Implementing and maintaining the publishing programme for designated product strategies
- Preparing and managing budgets in support of the publishing programme
- Attracting, developing, supporting and retaining authors and negotiating stakeholder contracts
- Overseeing production, stock control and reprints
- Formulating pricing structure in collaboration with Sales Manager
- Managing marketing programme in collaboration with Marketing Manager
- Develop business cases and define product specifications

#### *Administration and Supervision*

- Monitoring of Legislation for possible new publications and revision services
- Monitoring of stock levels
- Monitoring of sales levels
- Driving prescriptions (where applicable)
- Writing primary copy for all products (in liaison with author)
- Preparing of title profiles (derived from author questionnaires)

### **Attributes**

- A relevant tertiary degree (Law)
- Ability to work in a team as well as independently
- Willingness to accept responsibility and accountability
- Energetic, driven and goal orientated

- Presentable and professional
- Analytical with the ability to rapidly organize and simplify complex materials
- Innovative and problem solving abilities
- Appreciation of compliance and governance issues

### **Competencies**

- Business acumen, initiative and drive
- Excellent communication and writing skills
- Knowledge of the print and electronic publishing environment and the South African compliance and regulatory environment
- Positive attitude and the ability to thrive in tight deadlines
- Project management and self-management skills
- Excellent quality orientation and attention to detail
- Procedural and process developing abilities

We offer a competitive and market related remuneration package, commensurate with experience. To apply, please email your letter of application and CV to [recruitment@juta.co.za](mailto:recruitment@juta.co.za) by 22 July 2013. This appointment will be made in line with Juta's employment equity plan. Should you not receive a response within 2 weeks, please consider your application to be unsuccessful.