

# Executive Vacancy

## Finance and Administration Director



The Deposit Protection Corporation (DPC) is inviting suitably qualified and motivated persons to submit applications for the above position based in Harare reporting to the Chief Executive Officer.

### About the Deposit Protection Corporation

The Deposit Protection Corporation is an independent statutory body operating in terms of the Deposit Protection Corporation Act (Chapter 24:29) to administer the Deposit Protection Scheme in Zimbabwe. Its main objectives include protecting depositors by providing an orderly means of compensation in the event of a bank failure and contributing towards the stability and public confidence in the country's financial system.

### Key Job Functions:

- Developing corporate strategic plans and annual reports
- Preparation of corporate budgets, forecasts and financial statements
- Formulate and review departmental policies and internal control procedures
- Providing oversight of the Fund and investment portfolio
- Supervise Finance, ICT and Human Resources functions
- Work closely with external auditors
- Ensuring statutory compliance with provisions of the Public Finance Management Act

### The ideal incumbent will have a minimum of the following:

- Bachelor's Degree in Finance, Commerce or Accounting with full ACCA/CIMA/CIS/CA. MBA/MBL is a requirement
- At least 12 years' experience in accounting, auditing or finance field of which 6 should have been be at senior management level
- Extensive knowledge in banking or financial services sector is an added advantage
- Excellent analytical, planning, organizational leadership, problem-solving and communication skills (verbal and written)
- Must exhibit highest levels of integrity, transparency and honesty

Applications with detailed curriculum vitae, references and copies of certificates should be posted or hand delivered by no later than **26 April 2021** addressed to:

### The Chief Executive Officer

Deposit Protection Corporation  
P.O Box 7390, Evelyn House  
26 Fife Avenue/Corner Blakiston Street  
**HARARE**

Prospective applicants may also send applications via email to: [recruitment@dpcorp.co.zw](mailto:recruitment@dpcorp.co.zw)