



VACANCIES

The Securities and Exchange Commission of Zimbabwe is inviting applications from suitably qualified and experienced persons to fill in the following positions:

DRIVER /MESSENGER

MAIN DUTIES

- Transport staff and delegates to and from designated points
- Mail delivery and collections to designated points
- Purchasing of office sundries
- Carrying out bank deposits and withdrawals
- Ensuring that pool vehicles are serviced at the specified times
- Maintain mileage books for all pool vehicles
- Attend to any other duties are assigned by supervisor

REQUISITE QUALIFICATIONS, EXPERIENCE & ATTRIBUTES

- 5 Ordinary Levels including English
- Clean Class 2 Drivers Licence with atleast five years' experience
- Defensive Driving Certificate
- Experience as a corporate driver

SUPERVISION AND SURVEILLANCE OFFICER – PRUDENTIAL

MAIN DUTIES

- Draft Prudential Risk-Based Supervision Policies and Manuals for Securities Market Intermediaries and Collective Investment Schemes in line with market trends.
- Carry out market supervision activities, including all inspection programs aimed at securing compliance with regulatory requirements by all Securities Market Intermediaries and Collective Investment Schemes.
- Draft prudential inspection reports and recommend enforcement action.
- Measure licensees' risk and internal control systems (including capital adequacy) and effectively manage risk policies and strategies.
- Assess licensees' risk policies and procedures in terms of their adequacy and alignment to the SECZ and market standards.
- Draft regulatory frameworks relating to Market Conduct, Prudential Supervision, Surveillance and Risk.
- Design training material and conduct training of all SMIs on prudential supervision, surveillance and risk matters and proposed regulations.
- Conduct investigations of all market abuse cases and investor complaints.

REQUISITE QUALIFICATIONS, EXPERIENCE & ATTRIBUTES

- First Degree in Commerce Related Degree
- Equivalent Professional qualification – ACCA, CIMA, CFA
- 2 Years post-graduation experience in regulation of financial services or capital markets.

Application letters, C.V's and certified copies of academic certificates to be e-mailed to recruitment@seczim.co.zw. These should reach us NO LATER THAN 28 DECEMBER 2022. Only shortlisted candidates will be responded to. Indicate position being applied for on the email subject.