



# MEFMI

Macroeconomic and Financial Management  
Institute of Eastern and Southern Africa

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## VACANCY

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The Macroeconomic and Financial Management Institute of Eastern and Southern Africa (MEFMI) is a regionally owned Institute with 14 member countries, currently: Angola, Botswana, Burundi, Kenya, Lesotho, Malawi, Mozambique, Namibia, Rwanda, Swaziland, Tanzania, Uganda, Zambia and Zimbabwe. MEFMI was founded with the view to building sustainable capacity in ministries of finance, planning commissions, central banks and related institutions.

MEFMI strives to improve sustainable human and institutional capacity in the critical areas of macroeconomic and financial management; foster best practices in client institutions; and bring emerging risks and opportunities to the fore among executive level officials. MEFMI seeks to achieve, within its member states, prudent macroeconomic management, competent and efficient management of public finances, sound, efficient and stable financial sectors and stable economies with strong and sustained growth. The long term objective is to contribute to the poverty reduction process among people in MEFMI's operational zone of Eastern and Southern Africa.

The MEFMI Secretariat is based in Harare, Zimbabwe.

Applications are invited from suitably qualified nationals of member states to fill the following position:

**REF: 062017 – DIRECTOR DEBT MANAGEMENT PROGRAMME**

### **JOB SUMMARY**

Reporting to the Executive Director, the incumbent will be responsible for carrying out management and supervision of all aspects of the Sovereign Debt Management Programme. He/she will be responsible for contributing to the enhancement of human and institutional capacity in sovereign debt management through improved policies, systems, databases and awareness creation in MEFMI member states.

### **KEY PERFORMANCE AREAS**

- Provide strategic direction to capacity building activities in the Sovereign Debt Management Programme;
- Provide advisory services to Member States in public sector debt management;
- Identify technical and financial resources for undertaking capacity building activities;
- Supervise the preparation and implementation of the Programme's annual work plan and budget;
- Conduct needs assessment surveys;
- Plan, design and conduct regional and in country capacity building activities;
- Manage the selection and training of Fellows under the Fellow Development Programme;
- Control quality of resource persons and selection of participants;
- Network with technical cooperating partners, experts and relevant organizations on sovereign debt issues;
- Undertake other managerial responsibilities which include strategic planning, participation in management committee meetings and decisions, recruitment, training, supervision and management of programme staff.

### **ACADEMIC QUALIFICATIONS AND EXPERIENCE**

- a) At least a Master's degree in Economics/Finance or related areas. A PhD in a relevant area will be an added advantage;
- b) Ten (10) years hands-on experience as Director / Head of Department or equivalent position in either a Ministry of Finance and or Planning, a central bank, or a similar institution.
- c) Experience in managing capacity building and training programmes;

- d) Experience in a multi-cultural environment and management of diverse teams.
- e) Experience in international or regional organizations will be an added advantage;

### **COMPETENCIES**

- a) Strong analytical, technical, communication, human and financial management skills;
- b) Strong leadership and interpersonal skills;
- c) Excellent presentation skills;

### **BENEFITS**

The successful candidate for the above position will be appointed on a fixed term contract at a competitive remuneration package, which includes a tax free salary paid in US dollars.

### **APPLICATION PROCEDURE**

Applicants for the above vacancy should submit a written application, accompanied by certified certificates, a detailed CV with names and addresses including telephone and e-mail of three referees, to be received by **2 June 2017**.

Applications should be sent to:

The Executive Director  
MEFMI  
9 Earls Road  
Alexandra Park  
P.O Box A1419  
Avondale  
Harare  
**ZIMBABWE**

Email: [vacancies@mefmi.org](mailto:vacancies@mefmi.org)

**MEFMI is an equal opportunity employer and female candidates are strongly encouraged to apply.  
Only short-listed applicants will be contacted.**