



44 Ridgeway North, Highlands  
Harare, Zimbabwe  
Telephone: +263 (242) 886830-5  
Email: [info@zse.co.zw](mailto:info@zse.co.zw) Website:  
[www.zse.co.zw](http://www.zse.co.zw)

## VACANCIES NOTICE

### The Organisation

The Zimbabwe Stock Exchange (“ZSE”) is the largest stock exchange in Zimbabwe. The exchange is undergoing a transformational journey and we are evolving and extending our service offering, through the addition of new products and services that include;

- Victoria Falls Stock Exchange (VFEX)
- Mobile trading platforms (ZSE Direct and VFEX Direct)
- Exchange Traded Funds (ETFs)
- Real Estate Investment Trusts (REITs)
- Contract for Differences (CFDs) and
- Commodities Exchange

As we continue on our growth trajectory, we are looking for well experienced individuals who have the vision, innovation, energy and initiative to join our team.

### 1. Head of Depository Services

As part of the senior management team, the Head of Depository Services overall responsibility is overseeing the clearing and settlement of securities and monitoring the activities of participants on the Depository platform.

#### Key roles

- Develop and implement a strategy to improve efficiencies for Depository services
- Develop, modify and improve clearing and settlement rules, procedures , systems and processes
- Develop and maintain effective relationships with key stakeholders e.g. Custodians, Market participants, Fund Managers and Government and Regulatory bodies
- Ensure that participants comply with clearing and settlement rules and other operating guidelines
- Manage the efficient settlement of trades
- Acquiring new clients
- Monitor and ensure that upgrades to the depository system are correctly deployed
- Identify and develop new products, services and markets
- Supervise, coach and support the development of the depository team

#### What are we looking for?

To successfully fill this role, you should possess the following:

- Attention to detail is a required skill set
- Credibility with the ability to maintain relationships with key stakeholders
- Strong leadership skills and a genuine focus on the development of staff
- In-depth knowledge of capital markets and governing regulations and legislations
- Excellent communication and presentation skills
- High level of self-motivation
- Be a great team player who can influence executive and board level decisions

**Minimum Experience:**

- Bachelor's degree in Finance or related business degree
- Postgraduate qualification such as an MBA
- Professional qualification such as CFA will be an advantage
- A minimum five years experience with at least two years as a senior manager preferably in the capital markets or related financial services

## 2. Trading Manager

As part of the ZSE Markets team, the Trading Manager's overall responsibility is to facilitate and monitor the trading of securities and participants on the ZSE platform.

**Key roles**

- Monitor the activities of participants to ensure that they comply with trading rules, procedures, systems and processes
- Track, analyze and report trading performance and liquidity metrics
- Develop and review trading rules, procedures, manuals and processes
- Ensure that the trading platform is working effectively and that all system updates are correctly deployed
- Training of market participants and prospective members/dealers

**What are we looking for?**

To successfully fill this role, you should possess the following:

- Attention to detail
- Good communication and presentation skills
- A strategic approach to trading
- Be a good team player
- Credibility with the ability to maintain relationships with key stakeholders
- Strong analytical skills

**Minimum Experience:**

- Bachelor's degree in Finance or related business degree
- Postgraduate qualification such as an MBA is an added advantage
- Finance related professional qualification will be an added advantage
- A minimum of 4 years' experience in the capital markets or related financial services

## 3. Graduate Trainee- Software Developer

As part of the ICT team, the Graduate Trainee's overall responsibility is to assist in the design, development, testing and maintenance of new and existing products, applications and systems.

**Key roles**

- Analyze and develop technology platforms, partnerships and internal systems
- Implement technology solutions to meet current and future needs of the Exchange
- Support developed business systems according to ZSE standards and policies
- Ensure security in the development of business systems
- Track, analyze and monitor technology performance metrics
- Ensure all systems are satisfying business/users requirements at all times

**What are we looking for?**

To successfully fill this role, you should possess the following:

- A degree in Computer Science or Information System from a recognized institution
- Proficiency in programming languages such as Java, C++, PHP and Web based technologies, Python and .Net
- Integration skills is an added advantage
- Web development is an added advantage
- Graphic Design and Multimedia skills
- Experience with continuous deployment and automated testing i.e. GIT
- Any certification in IT programming and coding is an added advantage

**Minimum Experience:**

- A minimum 1 year working experience
- Proven previous projects worked on is an added advantage
- A fast learner who has passion to grasp concepts
- Willingness to work outside of normal working hours
- Results driven and motivated self-starter with the ability to work under pressure and meet tight deadlines
- Highly innovative and agile

**How to apply**

Do you feel you possess the above criteria? Do you have the vision, energy and initiative required? If you do, then this is the opportunity for you. To apply, submit your cover letter and CV to [jobs@zse.co.zw](mailto:jobs@zse.co.zw) and indicate the position being applied for on the subject line of the email.

The deadline for submission is 23 October 2023.