



VACANCY NOTICE

Applications are invited from suitably qualified persons to fill the following posts within the Zimbabwe Revenue Authority (ZIMRA) – an equal opportunity employer.

COMMISSIONER REVENUE ASSURANCE – LEVEL 2 (1 POST)

Key Responsibilities

- Provide strategic leadership to the Revenue Assurance Division, with particular attention to strategies for taxation of e-commerce, formulating risk management strategies for the taxation of specialised sectors and international transactions.
- Participate in the strategic review of tax statutes and organisational policies and procedures to support ZIMRA's strategic plan and objectives.
- Review divisional processes, operations and practices to ensure their effective implementation.
- Develop and implement stakeholder engagement programs for effective compliance management partnerships.
- Coordinate revenue intelligence gathering, including administering the whistleblower facility, investigating taxpayer issues through the hotline as delegated.
- Develop strategies to eradicate corruption.
- Develop effective systems capable of dealing with tax evasion and tax avoidance as well as investigation of criminal cases emanating therefrom.
- Collaborate with ICT Division on new IT-based systems and processes for revenue assurance enhancement.
- Research on, identify revenue gaps and develop mitigation strategies, including identification and investigation of international tax evasion schemes like transfer pricing, money laundering and illicit financial flows.
- Disseminate intelligence information to other divisions to reduce revenue leakages.
- Build and motivate high-performance teams to fulfil the mandate of the division and the Authority.

Job Skills and Competencies

- At least ten (10) years of work experience at managerial level.
- Experience in any of the following areas; tax administration and or tax investigations and revenue enforcement preferably in the following environments;

revenue administration, financial institution, accounting/audit firm or any high revenue organisation.

- Knowledge of local, regional and international tax matters and tax laws.
- Knowledge in investigating digital transactions using audit tools.
- Strong knowledge of the various Tax Laws of Zimbabwe, such as the Income Tax, VAT, Customs & Excise Acts.
- Knowledge of other relevant laws such as the Criminal Procedures and Evidence Act.
- Knowledge and experience in financial intelligence gathering and management.
- Proven blemish-free integrity record.

Qualifications

- First degree in Business/ Accounting/Fiscal Studies/Finance/ Equivalent is mandatory.
- A Masters' degree is an added advantage.
- Proficiency in SAP or ASYCUDA World is an added advantage

DIRECTOR INTERNAL AUDIT – LEVEL 3 (1 POST)

Key Responsibilities

- Develop an Internal Audit strategy for the Authority in line with the overall corporate strategy.
- Check that the internal audit system operates correctly and appropriately, through an audit plan approved by the Board of Directors, based on a structured process for the analysis and prioritisation of key risks.
- Provide the Board of Directors with an independent and objective assurance about the operations and internal controls of the organisation.
- Ensure all statutory requirements and policies of the organization are implemented.
- Monitor implementation of agreed audit plans.
- Prepare budgets and monitor expenditure.
- Manage execution of external audit plan and ensure audit recommendations are implemented.
- Provide guidance on formulation and implementation of governance issues in the organization.
- Ensure reliability of all information systems of the Authority.

Qualifications and Experience

- A First degree in Accounting, Audit or Business Studies.
- A professional qualification such as CA, CIS, CIMA, ACCA is a requirement.
- Certified Information Systems Auditor (CISA) is a requirement.
- A Master's Degree is an added advantage.
- At least seven (7) years working experience in an auditing or accounting environment, five (5) of which should have been at senior management level in an audit environment.
- Knowledge of SAP and/or ASYCUDA World systems is an added advantage.
- Should be a member of the Institute of Auditors.
- High level of Computer Literacy and analytical skills.

Required Competencies

- High level analytical ability.
- Good leadership skills.
- Good presentation skills.
- Good report writing skills.

Interested candidates should submit applications, accompanied by detailed Curriculum Vitae by **1 June 2023**; all applications should be emailed to **ExecRecruitment@zimra.co.zw** clearly stating the position applied for and addressed to:

The Director, Human Capital
Zimbabwe Revenue Authority
6th Floor ZB Centre
Corner First Street / Kwame Nkrumah Avenue
P. O. Box 4360 HARARE

Please note that only shortlisted applicants will be responded to.

