

VACANCY NOTICE: DEPUTY GENERAL MANAGER FINANCE & ADMINISTRATION

In alignment with its strategic drive to enhance value addition and increase foreign currency generation from minerals, the Minerals Marketing Corporation of Zimbabwe (MMCZ) invites applications from suitably qualified and experienced professionals for the senior executive position. The successful candidate will play a pivotal role in driving organisational performance, strategic growth, and operational excellence.

MMCZ has engaged TM Industrial Psychological Services to manage the search and selection process for a versatile, seasoned, and results-oriented executive with a proven track record of leadership in a dynamic environment.

Reporting to the General Manager, this position exists to initiate, develop, implement Finance, ICT, Human Resources and Administration strategies in support of the organisation's vision that results in the attainment of its mission and objectives.

The incumbent will be responsible for:-

- Leading and directing the Finance, ICT, Human Resources, and Administration functions in accordance with the organisation's strategies and relevant statutes.
- Crafting strategies that enhance the organisation's contribution to the fiscus and economic development in the mining sector.
- Financial and Treasury Management.
- Budgeting and Budgetary Control.
- Financial strategy and overseeing the organisation's ICT system.
- Financial reporting, investments and cash flow management.
- Effective application of performance management tools and monitoring the achievement of results.
- Any other relevant duties as assigned by the Superior.

Qualifications/Attributes

- Degree in Finance or Accounting.
- Professional qualification such as ACCA/CIS/CIMA/CA is a must.
- MBA/MBL/MSc. Strategic Management or any other relevant Masters' Degree is a must.
- 10 years' mining related experience in Finance, ICT, Human Resources and Administration, 5 of which should be at senior management level.
- Computer literate in MS Word, Excel, PowerPoint as well as computerised financial, human resources and administration system.
- Sound Knowledge of an ERP system.
- Sound Knowledge of Integrated Results-Based Management (IRBM) performance management system
- Clean Class 4 Driver's Licence is a must.

Competencies

- High-level collaborative, interpersonal, and analytical skills.
- Strategic and results orientation.
- Impeccable integrity.
- Verifiable track record in achieving set targets at the highest level.

Interested candidates who meet the above requirements should submit their applications, accompanied by a comprehensive Curriculum Vitae and certified copies of academic and professional certificates as a single file document clearly indicating the position being applied for, to:

recruitment@tmindpsych.com and complete the application form on <https://apply.tmindpsych.com>

The closing date for applications is 20 June 2026. Only shortlisted candidates will be contacted for an interview.

Revealing Zimbabwe's mineral wealth & heritage