

VACANCY NOTICE

Applications are invited from suitably qualified and experienced members of staff for the position mentioned below in the MFS Department.

FINANCIAL INSTITUTIONS RELATIONSHIP SUPERVISOR: X1-HARARE

RESPONSIBILITY
Reporting to Operations Manager

KEY JOB PURPOSE

The purpose of this role is to provide coordination, support and reconciliation of services provided through all financial institutions.

PRINCIPAL JOB RESPONSIBILITIES

1. 1. Generates operational and business analysis reports according to requirement and as and when needed.
2. Reconciliation and settlements with local and international parties.
3. Monitors MFS related accounts (Trust & the Pre-funded Account) and maintain accurate balances.
4. Support the reconciliation of bank accounts interbank transactions.
5. Preparation and submission of regulatory returns.
6. Preparation of periodic management accounts.
7. Create budgets, forecasts, and schedules to make sure that services with financial institutions are ready on time and running correctly.
8. Liaison with the Finance Department on the settlement of payment transactions including third party financial institutions, corporate customers and agents.
9. Working closely with internal audit and finance to ensure that adequate internal controls are maintained in the opening and closing of new and old accounts.
10. Articulate and document all processes and procedures specific to MFS business operations and ensure proper tracking of evolving practice in analysing the business.
11. Keep abreast with developments in the market, competitor products and global standards.
12. Monitor and ensure compliance to central bank regulation and requests and other relevant financial services standards.
13. Understand and facilitate the integration of business processes, people, and relevant technology.
14. Actively seek ways of deriving value from existing and new partnerships.

QUALIFICATION AND EXPERIENCE

- Higher National Diploma/ Degree in Banking, Commercial, Finance, Business Administration or Accounting.
- 1-3 years' relevant work experience preferably in the Banking/Mobile Money/Professional services sector.

COMPETENCIES

- Excellent verbal, listening and written communication skills
- Good negotiating skills
- Sound knowledge of financial services products and business models
- Understanding of transaction based pricing models
- In-depth knowledge of financial service business processes
- Good knowledge of financial services regulation and compliance matters
- Good relationship building and business management skills

We seek to recruit an outstanding and results oriented individual to fill the following post in our organization.

MANAGING DIRECTOR MOBILE FINANCIAL SERVICES (MFS)-HARARE

Responsibility
The incumbent shall be responsible to the Chief Executive Officer.

PRINCIPLE JOB ACCOUNTABILITIES

- Develop and execute MFS business strategies in order to attain corporate strategic goals;
- Provide strategic advice to the Chief Executive Officer and the Board so that they have an accurate view of the market and the SBU's future;
- Prepare and implement comprehensive business plans to facilitate market development, revenue growth, profitability and cost-effective operations;
- Oversee the financial performance of the SBU;
- Own and drive Mobile Financial Services i.e. own the product and customer pipeline for mobile banking, payments/commerce, insurance and micro finance solutions;
- Review and provide input in the development of propositions and business cases for up-to-date innovations in MFS;
- Keep abreast of international and local context, competition, and complementary services with keen eye on new trends in the supply side to ensure our services remain relevant and profitable;
- Establish and manage strategic alliance/partnerships with key stakeholders;
- Market deployment of mobile banking, payments/commerce, insurance, micro finance solutions as well as any new opportunities discovered;
- Ensure all processes are in line with defined business processes as well as legal, banking and regulatory requirements;
- Manage the strategic framework for partner / vendor/ enabler / joint venture integration with capabilities to sustain competitive advantage;
- Plan and manage the human and material resources of the SBU to optimise performance, morale and enhance productivity;
- Prepare/compile agreed periodic activity and performance reports for the attention of the Chief Executive Officer.

●QUALIFICATIONS AND EXPERIENCE

- First degree or equivalent in a discipline such as Banking, Finance, Economics, and Accounting;
- Postgraduate/professional qualification such as MBA will be an added advantage;
- At least 10 years' experience in Mobile Financial Services or related field of which 5 must have been at a senior level.

PERSONAL ATTRIBUTES

- Visionary leadership;
- Proven ability to motivate staff and align to common strategic objectives;
- Excellent communication and negotiation skills;
- Clear understanding of a multi-faceted business operation;
- Strong financial acumen;
- Well-honed analytical skills;
- Effective decision maker;
- In-depth knowledge of markets and changing business environments.

Applicants who do not possess the necessary qualifications need not apply and will not be responded to.

Applications accompanied with detailed Curriculum Vitae, certified photocopies of Birth Certificate, I.D and Educational qualifications and current and expected salaries should be sent to: careers@netone.co.zw

Closing Date: 24 March 2017