



**BANK of ZAMBIA**

## **EMPLOYMENT OPPORTUNITIES**

Bank of Zambia, an equal opportunity employer invites applications from suitably qualified Zambians to apply for the following vacant positions:

### **FINANCIAL MARKETS DEPARTMENT**

**ECONOMIST - FOREIGN RESERVES PORTFOLIO TRADING – (HO) (1 POST)**  
**GRADE: BOZ 5**

#### **Job Purpose**

To execute portfolio investments in line with the investment guidelines in order to achieve the objectives of the international reserves management policy.

#### **Main Accountabilities**

- Invest funds in the reserve portfolio in various assets accordingly as guided by the Strategic Asset Allocation.
- Periodically rebalance the reserves portfolio to align it with the stipulated policy parameters.
- Generate foreign payment instructions in order to facilitate accurate settlements in accordance with payment approvals.
- Update foreign cash flow forecasts to ensure accurate settlements.
- Conduct due diligence and prepare documentation to facilitate selection of external counterparties.
- Facilitate communication of relevant information on reserves management

#### **Qualifications and Experience**

- BSc/BA in Economics; Banking & Finance or equivalent with 3 years' relevant experience
- Grade 12 School Certificate with five (5) 'O' Levels (Credit or better, including English & Mathematics).

## **Key Knowledge & Attributes**

- Good written and Communication Skills
- Self-confidence and ability to work under pressure in a dynamic environment
- Good research and analytical skills
- Computer skills.
- Networking skills
- Knowledge of financial and/or economic forecasting.
- In depth understanding of monetary policy and financial markets operations.

## **CONDITIONS OF SERVICE**

Bank of Zambia Conditions of Service will apply. Please note that all the positions are on Fixed Term Contract of Employment for three (3) years and renewable.

Only candidates who meet the above role specifications should apply enclosing their detailed curriculum vitae and certified photocopies of certificates to the undersigned not later than **Friday, 26<sup>th</sup> May, 2017**. For more information, visit: [www.boz.zm](http://www.boz.zm).

Women are encouraged to apply. Only shortlisted candidates will be contacted.

**Director – Human Resources**

**Bank of Zambia**

**Bank Square**

**P.O BOX 30080**

**Lusaka**