

ZIMSTAT
DEPUTY
DIRECTOR HUMAN RESOURCES

09 OCT 2026

P.O. BOX CY 342, CAUSEWAY
HARARE, ZIMBABWE



VACANCY

NOTICE

POST : Internal Auditor
GRADE : C3
STATION : Head Office - Harare
REPORTS TO : Head Internal Auditor

Job Purpose

ZIMSTAT seeks to engage a highly analytical, objective, and results-driven Internal Auditor to provide independent assurance and strategic advisory services designed to add value and strengthen Agency operations. Reporting on the effectiveness of internal controls, risk management, and governance frameworks, the role ensures that financial, operational, and statistical production activities comply with statutory regulations, Public Finance Management standards, and international best practices.

Key Responsibilities and Duties

1. Conduct internal audits in alignment with the approved Audit Work Plan and Institute of Internal Audit (IIA) standards.
2. Provide strategic input into the overall Audit Work Plan to ensure full coverage of all auditable activities across ZIMSTAT offices.
3. Evaluate the adequacy and operational effectiveness of internal controls, recommending enhancements to mitigate risks and improve operational efficiency.
4. Monitor and assess organizational compliance with management policies, corporate governance principles, statutory regulations, and procedures.
5. Assess control frameworks across departments and recommend operational improvements.
6. Conduct site visits to provincial offices to perform planned compliance audits and assess local operational risks.

7. Evaluate the adequacy and operational effectiveness of internal controls, recommending enhancements to mitigate risks and improve operational efficiency.
8. Monitor and assess organizational compliance with management policies, corporate governance principles, statutory regulations, and procedures.



Qualifications and Experience

Required:

- Bachelor's degree in Accounting , Auditing ,Finance or other recognized certifications(CIA,CISA and CFE).

Added Advantage:

- Relevant Master's degree (MSc in Accounting and Finance, MBA, MSc in Forensic Accounting, or equivalent).
- Recognized professional designation (CA, ACCA, or equivalent).

Key Competencies and Attributes

- a) Ability to identify, evaluate, and prioritize organizational risks across financial, operational, and compliance domains.
- b) Expertise in analyzing existing control frameworks to identify weaknesses, gaps, or operational inefficiencies.
- c) Proficiency in using tools (Excel, SQL, Power BI, ACL/IDEA) to analyze large datasets, spot anomalies, and execute continuous monitoring.
- d) Deep understanding of relevant laws, industry regulations, and professional standards (such as IIA's Global Internal Audit Standards).
- e) Sound knowledge of accounting principles, financial statements, and business processes to evaluate accuracy and operational effectiveness.
- f) Ability to recognize indicators of fraud, waste, or abuse and recommend control measures to mitigate fraud risks
- g) Capability to objectively evaluate complex situations, trace root causes of issues, and formulate practical solutions.
- h) Strong oral and written communication skills to clear audit findings, draft concise audit reports, and present actionable recommendations to senior management and the Audit Committee.
- i) Uncompromising integrity, confidentiality, and independence to maintain an unbiased perspective during audit engagements.
- j) Demonstrated ability to manage and deliver complex audit projects on schedule while optimizing allocated resources and maintaining quality standards.

How to Apply?

Interested and qualified candidates should submit an application letter, a detailed curriculum vitae, and certified copies of academic and professional qualifications. Applicants must clearly indicate the position being applied for and submit their applications **online via the ZIMSTAT website: www.zimstat.co.zw** no later than **27 October 2026**.

ZIMSTAT is committed to diversity and is an equal opportunity employer. We particularly encourage applications from women.

