



VACANCY

The Infrastructure Development Bank of Zimbabwe (“IDBZ/the Bank”) is a national Development Finance Institution (DFI) that promotes infrastructure development in various sectors including Water & Sanitation, Housing, Irrigation Infrastructure, Transport and Energy. These are key enablers to inclusive socio-economic development and growth. The Bank also supports private sector enterprises, focusing on the infrastructure value chain, agri-businesses, mining and export-oriented businesses.

In order to effectively execute its mandate, the Bank seeks to recruit the following personnel:

PRINCIPAL LEGAL OFFICER

This position reports to the Legal Counsel

JOB PURPOSE AND RESPONSIBILITIES

The job exists to provide all services of a legal nature in the Bank.

The job includes the following specific responsibilities:

- Provides general legal advice including on Bank Projects
- Institutes and conducts litigation and quasi legal proceedings.
- Represents the Bank in labour matters and other court matters.
- Assist in all Bank Procurement related issues.
- Work with Bank Secretariat and where necessary, attend meetings to perform specified roles.
- Drafts and reviews pleadings
- Conducts general contract negotiation.
- Drafts and reviews contracts
- Assists and advises on conduct of disciplinary hearings.

QUALIFICATIONS, EXPERIENCE AND SKILLS

Interested applicants should possess the following:

- Post Graduate Degree or equivalent professional qualification in the field of Law,
- A registered Legal Practitioner & member of the Law Society of Zimbabwe
- Minimum 2-3 years working experience in a similar role (post registration as a Legal Practitioner).
- Good understanding of Development Finance Institutions policies, systems, standards, and products.
- Ability to work effectively with diverse teams.

- Strong communication and presentation skills.

Interested applicants should submit their applications together with detailed Curriculum Vitae by no later than **16:00 hours Thursday, 13 July 2023**.

REMUNERATION

For the above position, a highly competitive package is on offer, details of which would be disclosed to the shortlisted candidates.

To be considered, interested candidates are requested to forward their applications to:

The Director Corporate Services and Human Resources Department

IDBZ House

99 Gamal Abdel Nasser (formerly Rotten Row) Road

Harare

or email: hr@idbz.co.zw