



PUBLIC ACCOUNTANTS AND AUDITORS BOARD, ZIMBABWE
(INCORPORATED IN TERMS OF THE PUBLIC ACCOUNTANTS AND AUDITORS ACT [CAP 27:12])

VACANCIES

The Public Accountants and Auditors Board, Zimbabwe (PAAB) functions in terms of the Public Accountants and Auditors Act[Chapter 27:12]. It is the regulatory body for the accountancy profession in Zimbabwe. The PAAB's mission is to protect the financial interests of the people of Zimbabwe and those with interests in the Zimbabwean economy by ensuring the maintenance of high standards of professional performance by members of the accountancy profession. Our vision is evolving to be an internationally recognised regulator of the accountancy profession relevant to the Zimbabwean environment.

Position: Professional Manager: Standards and Monitoring

PAAB is looking for a dynamic and results driven persons to work in the standards and monitoring departments to support the Board in delivering on its mandate.

Key Performance Areas

- To perform the role of secretariat to the various committees and task groups of the standards and monitoring functions of the PAAB.
- Respond to technical queries from committees/task groups, regulators, practitioners and the general public.
- Draft /comment on accounting and auditing standards and other reporting standards, legislation or other information which may impact the accountancy profession.
- Conduct /co-ordinate high level technical research on specific projects, industry norms and comparison to other jurisdictions.
- Managing projects delegated by the Secretary.
- Plan and perform monitoring reviews for compliance with applicable standards.
- Provide appropriate technical guidance to the Audit Quality Monitoring Team to possible high risk areas and departures on disclosure and presentation departures in Annual Financial Statements.
- Responsible for inspecting audit engagements and firms quality control policies and procedures, discussing findings, and preparing reports.
- Prepare technical reports and papers including but not limited to, comment letters issued by the international standards setting boards.
- Maintain up to date technical content on standards on the website.
- Issue alerts when standards which may affect Audit Quality Monitoring are issued or changed.
- Responsible for keeping up to date with latest standards and practical implementation thereof.
- Perform other related duties as may be required.

Qualifications and Experience

- A Registered Public Auditor (RPA), with post qualification experience in quality control and pre and post- issuance reviews.
- At least 3 years post qualification audit experience.
- Strong Financial Reporting experience.

- Excellent knowledge of IFRSs, ISAs, IFAC Statements of Membership Obligations and IFAC code of Ethics for Professional Accountants and International Education Standards for Professional Accountants.
- In depth knowledge of ISQC 1.
- Excellent knowledge of the Public Accountants and Auditors Act.
- Keen interest in IFRS, IFRS for SMEs, ISAs, disclosures and presentation of annual financial statements.

Skills and attributes

- Soft skills for negotiation and communicating issues.
- Good interpersonal skills and ability to maintain high level of confidentiality.
- Professional work ethic and integrity to gain respect from stakeholders.
- Self motivated, flexible and ability to motivate teams.
- Ability to cope with confrontational situations.
- Impeccable time management skills.
- Analytical ability.
- Leadership capability, networking capabilities and commitment to lifelong learning.
- High level proficiency in report writing and communication skills.
- Ability to work in a structured environment without support staff.
- Excellent organisational skills.

In addition to unprecedented experience, regional and international exposure, PAAB offers a highly competitive salary and opportunities for growth. Female candidates are encouraged to apply.

Application letters together with detailed CVs should be sent, not later than Friday 09 October 2015: to- secretary@paab.org.zw or submitted to:

**The Secretary
Public Accountants and Auditors Board
4 Cork Road, Belgravia
Harare**

All applications sent via email should clearly state the vacancy applied for in the subject field. Only shortlisted candidates will be contacted