



**SADC Committee of Insurance, Securities
and Non-Banking Financial Authorities**
Set-up under SADC Protocol on Finance and Investment

CISNA Ref: CISNA/VAC/A01E25/01A

31 July 2026

Please quote our reference in your reply.

VACANCY NOTICE

The Committee of Insurance, Securities and Non-Bank Financial Authorities (CISNA) is a committee set up under Annex 10 of the SADC Protocol on Finance and Investment (FIP). The CISNA Secretariat was established under the CISNA Rules to facilitate the implementation of CISNA mandate as founded in the FIP.

The CISNA Secretariat invites competent and suitably qualified candidates to apply for the following position on secondment:

Position: Manager – Microfinance and Financial Co-operatives Sub-Committee

Location: Ebene, Republic of Mauritius

Start Date: Immediate or as soon as possible

Type and Duration of Position: Secondment. Two year fixed-term

For more information, please refer to the CISNA secondments policy documents.

DURATION OF CONTRACT:

2 years on secondment - renewable subject to performance

REQUIREMENTS:

Applicant must –

- be a national of a SADC member state and an employee of a CISNA member authority; and
- qualify for a work permit in Mauritius (<https://edbmauritius.org/info-centre/work-mauritius> & https://passport.govmu.org/passport/?page_id=626).

Preference will be given to applicants who are nationals of SADC member states that have Authorities who are signatories to the CISNA MMoU.

CORE RESPONSIBILITIES:

- To execute the decisions of the MiFFCO sub-committee and coordinate meetings of the MiFFCO sub-committee.
- To contribute to the implementation of the strategic plan of CISNA with respect to micro-finance and financial cooperatives.
- To participate in the organisation of any event of CISNA which include micro-finance and financial cooperatives.
- To prepare any documents/report related to micro-finance or which may be otherwise assigned by the Secretary General.
- To attend CISNA meetings and any other meetings (including SADC meetings) where required by the Governance Council or the Secretary General.
- To perform any other tasks assigned by the Secretary General for the smooth running of CISNA Secretariat.

KEY ACCOUNTABILITIES:

- Carry out NBFIs Sector research & analysis using publicly available data sources and as well conduct surveys whenever required.
- Plan and coordinate the development of primary and secondary market research studies in support of strategic planning and specific initiatives, as required and presents findings of studies to Sub-Committees and CISNA Structures.
- Provide advice and direction based on analysis to help guide CISNA Structures and Member Authorities achieve the objectives.
- Assist the team to establish project objectives, budgets, and timelines, monitor progress, and evaluate performance.
- Monitor project progress by tracking activity; resolving problems; publishing progress reports; recommending actions.
- Reviewing and improving analytical processes, methodology, and tools to increase efficiency, accuracy, and security.
- Makes recommendations for improvements, which may include new practices, forms, reports, data collection etc. based on assessments of current best practices.
- Prepares and provides documentation and/or training materials as needed to facilitate implementation of suggested changes.
- Maintain user confidence and protect operations by keeping information confidential and act ethically.
- Performs other related duties as assigned.

QUALIFICATIONS AND EXPERIENCE:

- Post Graduate Degree relevant to the financial services industry;
- **5** years relevant managerial experience at a Member Authority.

KNOWLEDGE OF:

- NBFIs Regulatory and Supervisory Frameworks
- Good understanding of regulated industries

- Knowledge of microfinance and financial cooperatives.
- Good understanding of General Business and Governance Practices
- Good understanding of SADC economic and political environment as well as global economy
- Basic understanding of the following business areas:
 - Financial and human resource management
 - ICT
 - Corporate Communication
 - Governance and Risk Management
- Good understanding of the nature of non-banking financial sector
- Understanding interpretation and application of laws

KEY COMPETENCIES:

- Strategic Leadership and Management
- Networking
- Stakeholder Management
- Relationship building
- Conceptual & Lateral thinking
- Problem-solving skills
- Lucid decision making
- Advanced Communication skills
- Time Management
- Analytical skills
- Performance management
- Change Management

CLOSING DATE AND SUBMISSION OF APPLICATIONS

We encourage energetic, dynamic and results-driven team players to apply for the position by sending their CV with a cover letter and references outlining their interest and experience in any of the CISNA languages, English, French or Portuguese.

Applications should be accompanied by the following:

1. A letter of nomination from the member organization supporting the Secondment. (This is a mandatory requirement. Failure to provide the letter will result in application being discarded).
2. Cover Letter
3. Curriculum Vitae
4. Identification documents
5. Certified copies of academic and professional qualifications
6. Certified copies of employment certificate
7. Letter of authorization to CISNA to conduct employment verification or background checks.

* The aforementioned requirements must be met for applications to be considered.

BENEFITS

If selected the Manager of MiFFCO will be based in the Host Country (currently Mauritius) as a Seconded of the Member Authority employing him/her.

The Seconding Employer will continue to pay the Seconded's salary and benefits and make any deductions that it is required to make from the Seconded's salary and other payments. Salaries and Benefits includes any performance bonus or pay and benefits as may be applicable.

CISNA will provide for a monthly stipend amounting to MUR 67,000, covering accommodation, travel, initial relocation allowance when moving to the Host Country amounting USD 1500 and applicable relocation cost when returning to Seconding Employer after termination of the secondment period.

Applications must be submitted not later than or on **Friday 18 September 2026** to:

CISNA Secretariat
12th Floor, 7 Exchange Square
Wall Street, Cybercity, Ebene 72201
Republic of Mauritius
Tel : +(230) 404 5624
Email : secretariat@cisna.net

CISNA reserves the right not to make an appointment in this position.

CISNA is an equal opportunity employer

Date: 20 April 2026