JOB OPPORTUNITY

ZAMGRIDCO - CHIEF EXECUTIVE OFFICER

COMPANY OVERVIEW

The mission of ZamGridCo is to modernise and expand Zambia's national electricity distribution grid under the Grid Resilience Program. Established after a first-of-its-kind debt-for-development transaction between the Government of Zambia and the African Development Bank, ZamGridCo is a Zambian private company limited by guarantee with not-for-profit objectives. Headquartered in Lusaka, it is an independent, legally separate entity whose remit is to channel the resulting debt-conversion savings into distribution network investment and upgrades, in line with Zambia's Integrated Resource Plan, Integrated Distribution Plan, and wider national energy reforms.

Job Title: Chief Executive Officer

Location: Lusaka

Employment Type: Full-time on Fixed term contract

1. ROLE SUMMARY

The CEO is responsible for achieving the Company's objectives and for the general and active management of the affairs of the Company, subject to the supervision and control by the Company's Board of Directors (the "**Board**"). The CEO shall provide overall strategic leadership, direction, and vision to the team, operating within the framework set by the Company's Operations Manual, its Articles of Association, and such other duties as the Board may from time to time prescribe. The CEO is accountable to the board and is responsible for maintaining effective reporting relationships with the Company's key stakeholders and partners, in line with the relevant financing agreements. As the Company commits and disburses funds to counterparties and recipients, including project financing and development partner relationships where applicable, the CEO is the principal steward of those funds and is accountable to the Board for their proper management, control, and use. The CEO must ensure that all monies are received, safeguarded, disbursed, accounted for, and reported in accordance with the relevant funding agreements, the Company's policies, and applicable law, and that robust internal controls and a strong culture of financial accountability and transparency are maintained at all times.

2. KEY RESPONSIBILITIES

No.	ACCOUNTABILITIES
1.	**Reporting to the Board and participation in Board meetings as a non-voting attendee.** The CEO is responsible for reporting to the Board on the activities of the Company and participating in its meetings from time to time as requested by the Board. To the extent requested by the Board, the CEO shall ensure that appropriate staff members are available to assist at Board meetings
2.	**Reporting to the Chairperson of the Board.** The CEO is responsible for promptly, regularly, and fully informing the Chairperson of the Board about the current affairs, activities, and finances of the Company, and for obtaining the Chairperson's advice and approval in all cases where this may be required by the Company Articles of Association or the Operations Manual.
3.	**Authority to sign contracts**. The CEO generally prepares or causes to be prepared and signs contracts, leases, tax returns, project funding agreements, applications for permits and registrations, and all other written documents on behalf of the Company, subject to any approvals by the Board.
4.	**Liaise with government, businesses, donors, investors and capital partners, industry, communities, and media**. The CEO generally represents and promotes the Company's interests in day-to-day dealings and on-going liaison with (i) the Government of Zambia and relevant regulators; (ii) local and international businesses, partners, and counterparties active in the electricity sector; (iii) investors, lenders, donors, and other providers of capital; (iv) industry bodies and commercial associations; (v) technology, engineering, and other commercial partners; (vi) regional institutions and markets; (vii) the communities the Company serves; and (viii) local and international media
5.	**Capital raising and funding**. The CEO collaborates with members of the Board to plan and agree the Company's capital and funding strategy, and, along with other Company staff, is responsible for its development and implementation. As needed, the CEO shall identify and cultivate investors, lenders, and other providers of capital; meet with and present to prospective funders; structure and negotiate the terms of funding agreements; report to investors and funders and resolve any issues they raise; and travel in connection with the foregoing efforts
6.	**Preparation of plans, strategies, budgets, and RFPs.** The CEO is responsible for the development and implementation of long-term strategic plans, capital investment rolling plans, annual operating plans, internal operations manuals and policies, and annual budgets, prepared by the CEO and the Company staff for consideration and approval by the Board.
7.	**Coordination with other initiatives.** The CEO interacts with other market participants, commercial and government initiatives, and industry stakeholders to coordinate efforts, achieve greater efficiencies and synergies, unlock additional sources of capital and funding, and raise awareness of any potential impacts on electricity distribution arising from proposed or current sector initiatives.

8.	**Hiring and supervision of staff.** The CEO generally contributes to the hiring of the other staff of the Company based on Board-approved budgets and authorization (except for positions that may require Board approval), prepares work-plans for such other staff, supervises the proper performance of their duties, evaluates and (if necessary) terminates other staff.
9.	**Maintaining financial records and accounts**. The CEO ensures the proper preparation and maintenance of financial records and accounts of the Company, either directly or by supervising other officers and staff who may be charged with such responsibility. The CEO is accountable for the integrity and accuracy of these records and for maintaining a robust system of internal financial controls, including segregation of duties, authorisation and approval limits, bank and ledger reconciliations, and a clear audit trail for all receipts and disbursements. The CEO ensures that the Company's accounts are prepared to the standard required by its funders, investors, and auditors, facilitates internal and external audits, and ensures that audit findings and any control weaknesses are promptly remediated and reported to the Board.
10.	**Administration, monitoring and evaluation of project funding.** The CEO administers Board-approved transfers of the Company to approved recipients; ensures that approved recipients submit financial and technical reports as required by the project funding agreements; resolves any issues involving a recipient's failure to perform as agreed or failure to report in a proper and timely manner as required; and reports to the Board on all the preceding.

3. QUALIFICATIONS

Required:

1. **Education:** Undergraduate degree in engineering, energy, infrastructure, finance, economics, business administration or a related field from a recognized university.

2. **Work Experience:** At least **20** years of experience in a similar position or senior executive position. This must include demonstrable experience managing, controlling, and accounting for significant sums of money, with a proven track record in the stewardship of funds and in the disbursement, deployment, and monitoring of funds to counterparties or recipients.

3. **Industry Knowledge:** Experience working with and reporting to a Board of Directors, interacting with Board members and submitting memoranda and reports thereto.

4. **Financial Stewardship and Accountability:** A strong record of financial accountability and the responsible stewardship of funds, including budgeting, financial controls, the disbursement and deployment of funds, expenditure verification, monitoring of recipients and counterparties, and compliance with funder, investor, and audit requirements. Experience in the management of project financing and development partner reporting would be an advantage. The CEO must be able to demonstrate sound judgement and unimpeachable integrity in the handling of money.

5. **Language**: Exemplary verbal and written skills in English.

Preferred:

1. **Education:** A postgraduate qualification such as an MBA, master's degree in engineering, energy, finance, project management or public policy strongly preferred. Professional certification or registration in engineering, project management, finance, governance or related disciplines are advantageous.

2. **Work Experience**:

    - Experience working with leading corporates, investors, and capital providers is advantageous, as is a track record in mobilising, structuring, and deploying capital and in the stewardship and oversight of funds on behalf of stakeholders. Direct experience managing the disbursement, deployment, and monitoring of funds to counterparties or recipients, with accountability for their proper use, is strongly preferred.
    - Experience working on the continent, especially the SADC countries is advantageous.

3. **Industry Knowledge:** Familiarity with electricity distribution and related activities.

4. Proven ability to oversee a multi-year capital programme and annual capital rolling plan of approximately USD 25 million or more, including project prioritization, budgeting, procurement oversight, contract management, disbursement planning and performance reporting.

Key Competencies:

1. Demonstrated skill, experience and success in marketing and fundraising with an emphasis on raising funds from multilateral and bilateral aid agencies, foundations, and corporations.
2. Demonstrated skill, experience and success in raising and mobilising capital, with an emphasis on attracting funding from investors, lenders, capital partners, and corporations, and structuring and closing transactions.
3. Demonstrated ability to represent the company credibly with Government representatives, including engagement with Ministers, Permanent Secretaries, regulators, public utilities and other senior public-sector stakeholders.
4. Experience engaging with development finance institutions, multilateral and bilateral partners, commercial lenders, investors and development partner agencies, including partners such as the African Development Bank, World Bank, European Union, development agencies and private financiers.
5. Strong financial stewardship and accountability: the proven ability to manage, control, disburse, and account for funds with integrity and transparency, including budgeting, internal controls, monitoring of recipients and counterparties, fraud and risk prevention, and funder, investor, and audit compliance.

6. Strong understanding of public-sector decision-making, regulatory interfaces, procurement governance, environmental and social safeguards, and the accountability requirements typically attached to development-financed infrastructure programmes.
7. Excellent interpersonal and communication skills and the ability to work with groups and organizations.
8. Be a highly energetic, self-starting, entrepreneurial and creative individual who can express and recognize ideas and opportunities, and communicate goals and objectives clearly.
9. An ability and willingness to travel both domestically and internationally.

To Apply: Send a CV and a cover letter detailing your experience in financial stewardship and the management, control, and monitoring of funds to humanresources@zamgridco.com. Please specify the role you're applying for in the subject line of your application email.

APPLICATION CLOSING DATE: 04/09/2026

Only shortlisted candidates will be contacted.

ZamGridCo is an equal opportunity employer. We value diversity and are committed to expanding access to reliable, affordable electricity through innovative, commercially sustainable solution.