



**Regional Centre for  
Mapping of Resources  
for Development**

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## **VACANCY ANNOUNCEMENT**

The Regional Centre for Mapping of Resources for Development (RCMRD) is an Intergovernmental organization that provides services in surveying, mapping, earth observation, and GIS and ICT to its Member States, partners, and clients. It currently has twenty Member States in the Eastern and Southern Africa Region.

Our Mission is “To Strengthen The Member States and Our Stakeholders' Capacity Through Generation, Application, and Dissemination of Geo-Information and Allied Technologies for Sustainable Development.

***RCMRD wishes to fill the following vacant positions:***

### **1. Director, Corporate Services – P5**

Reporting to the Director General, the Director Corporate Services will provide strategic leadership to the functions in the Directorate, including the design and implementation of systems that will lead to effective and efficient support to RMCRD in achieving its strategic objectives.

#### ***Duties and Responsibilities:***

- Provide leadership to all units under Corporate Services so that they can effectively contribute to the achievement of organizational objectives, including new key, complex initiatives, and ensure that they reflect best practice.
- Ensure ongoing risk analysis and management, effective planning, and sound overall management of these functions.
- Responsible for coordinating the preparation of strategic plans, annual plans, annual reports, the Centre's profile, training brochures, newsletters, marketing materials, GC documents, and meetings.

- Coordinate all the activities of the Directorate to ensure effective implementation of the RCMRD mandate and objectives. These activities include, but are not limited to, Finance, Human Resources, Administration, Public Relations and Communications, Marketing and Promotion of the RCMRD brand, and monitoring and evaluation to ensure the Centre is on track in implementing the strategy.
- Market the Centre's image and activities at all levels
- Set explicit performance indicators for these units/functions and their staff, and monitor and report on progress in achieving these standards and performance indicators.
- Lead, manage, coach, mentor, and support managers under direct supervision in carrying out their duties by providing them with information, advice, general support, and capacity-building as needed.
- Ensure that all units under Corporate Services are appropriately staffed, well-led, and well-managed for outstanding performance.
- Coordinate resource mobilization activities to ensure the Centre's self-sustainability;
- Any other duties as directed by the Director General.

***Required qualification & Experience:***

***Academic Qualifications***

- MBA or equivalent
- Bachelor's degree in Geo-information, Land Surveying, Geomatics, Earth Science, Space Science, and Computer Science; Business-related degree

***Professional Experience***

- Minimum fifteen (15) years' experience in financial, budgeting, and administration management;
- At least seven (7) years' experience at a senior management level in an organization with a record of success in linking service delivery to strategic objectives.
- Leadership experience in a relevant technical background.

***Salary:*** The salary for the above position is in the range of:  
P5: USD 85,316.81 by USD 3,866.55 to USD 120,115.79 p.a. Entry points for the position will be determined by qualifications and experience.

***Benefits:***

- Housing allowance;
- Transport allowance;
- Contributory Provident Fund with both parties contributing 7% of the basic monthly salary;

- 10% gratuity of the annual basic salary based on successful completion of the contract;
- A staff contributory group medical scheme to a maximum of five (5) families and;
- Annual Leave days based on your job grade

**Contract duration:** Three (3) years, renewable for a maximum of two (2) terms.

**How to Apply:**

Qualified and interested candidates are invited to submit their applications through <https://careers.rcmrd.org/> by **11.59 hours EAT on 08 July 2026**, through the RCMRD e-Recruitment system.

**Eligible Countries:** Eswatini, Lesotho, Mauritius, Namibia, South Africa, Tanzania & Zimbabwe.

**RCMRD** is an equal opportunity employer. The Centre does not charge any fees at any stage of the recruitment process.