



VACANCY ADVERT

Applications are invited from suitably qualified and experienced persons to fill the following post which has arisen within the Insurance and Pensions Commission.

INSURANCE DEPARTMENT — MEDICAL AID SUPERVISION UNIT

Manager, Medical Aid Supervision

About IPEC

The Insurance and Pensions Commission (IPEC) is the statutory regulatory authority mandated to register, regulate, supervise, and monitor the insurance, pensions, and medical aid societies, following the amendment of the Insurance and Pensions Commission Amendment Act No. 2 of 2026. The Commission is committed to promoting financial stability, protecting policyholders, pension fund members, beneficiaries, and medical aid members, and ensuring a sound, resilient, competitive, and inclusive financial services sector.

Role Purpose

To lead, plan, and execute the supervision of medical aid societies in Zimbabwe, ensuring compliance with applicable legislation, prudential soundness, and fair treatment of members; and to develop the regulatory tools, supervisory frameworks, and institutional capacity required to fulfil IPEC's expanded mandate over the medical aid sector.

Key Duties and Responsibilities

1. Regulatory Framework Development

- Lead the development of medical aid-specific supervisory manuals, guidance notes, licensing frameworks, and reporting templates in collaboration with the Legal and Policy Division.
- Drive the development of medical aid regulations covering licensing, governance, solvency, disclosure, product approvals, and reporting requirements.
- Develop and maintain the risk-based supervisory methodology for the medical aid sector, drawing on international best practice. (from other jurisdictions, CISNA and IAIS standards).
- Establish key performance indicators and supervisory benchmarks for medical aid societies, including solvency ratios, claims ratios, and governance standards.

2. Supervision and Oversight

- Coordinate and oversee off-site and on-site risk-based supervision of all registered medical aid societies, prioritising entities presenting elevated prudential risk.
- Review and analyse statutory financial returns, actuarial valuations, governance reports, and audit findings submitted by medical aid societies.
- Assess the financial soundness, solvency, governance, and market conduct of supervised entities..
- Lead enforcement actions including issuing directives, compliance notices, and referrals, in accordance with the Act and applicable legal procedures.

3. Stakeholder Engagement and Policy

- Serve as IPEC's primary technical liaison with key stakeholders,
- Represent IPEC at regional and international forums on medical aid regulation, including CISNA and relevant IAIS working groups.
- Facilitate structured consultation with medical aid societies on draft regulatory instruments, ensuring balanced representation of consumer and industry interests.

4. Team Leadership and Capacity Building

- Manage, mentor, and develop the Medical Aid Supervision Unit, building institutional knowledge in health insurance supervision.
- Develop and implement a structured training and knowledge-transfer plan for the team, including partnerships with regional regulators and academic institutions.
- Prepare quarterly management reports on supervisory activities, risk findings, and enforcement actions.

Qualifications and Experience

Minimum Qualifications

- A first degree in Actuarial Science, Insurance and Risk Management, Legal, Public Health Business Studies,, Economics, Health Sciences, or a related field from a recognised university.
- A postgraduate qualification (Master's degree or professional designation) in Insurance, CII Diploma, IISA Diploma, IIZ Diploma, Risk Management, Public Health Financing, or a related discipline is preferred.
- Membership of a relevant professional body (e.g. , Insurance Institute of Zimbabwe, Chartered Insurance Institute and Faculty of Actuaries, or a health sector professional association) will be an added advantage.

Experience

- A minimum of five (5) years of relevant post-qualification experience, of which at least three (3) years must be at managerial level.
- Demonstrable managerial experience in a reputable medical aid or health insurance company.
- Exposure to prudential supervision frameworks, risk-based supervision, or financial sector regulation is strongly preferred.
- Experience working with or within a regulatory body, medical aid society, insurance company, or financial services institution operating in Sub-Saharan Africa is an advantage.

Remuneration

IPEC offers a competitive remuneration package commensurate with qualifications and experience. The package includes basic salary, medical aid, pension, and other benefits in accordance with the Commission's conditions of service.

How to Apply

Interested candidates should submit the following documents compiled into a single PDF or Word document:

- A detailed curriculum vitae (CV) with certified copies of academic and professional qualifications.
- A covering letter (not exceeding two pages) motivating suitability for the position.
- Names, designations, and contact details of three (3) professional referees.
- A copy of a valid national identity document or passport.

Applications should be addressed to:

**The Human Resources Executive
Insurance and Pensions Commission (IPEC)
90 Speke Avenue, Harare, Zimbabwe
Email: recruitment@ipec.co.zw
Website: www.ipec.co.zw**

Closing Date: Sunday, 12 July 2026

Only shortlisted candidates will be contacted. IPEC is an equal opportunity employer.

PROTECTING THE INTERESTS OF INSURANCE AND PENSION CONSUMERS