VACANCIES ANNOUNCEMENT

Senior and Statistician level Positions

Advertisement No.5 of 2026

(BOTH EXTERNAL AND INTERNAL)

19th November 2026

The Zambia Statistics Agency (ZamStats) was established under the Statistics Act, Chapter 127 of the Laws of Zambia, for the coordination of an integrated National Statistical System (NSS) to build a sustainable capacity for the production and use of statistical data and information for planning purposes at all levels of governance.

ZamStats has embarked on a transformative agenda which responds to the current trends in the statistical eco-system. In this regard, ZamStats hereby invites applications from suitably qualified candidates who are self-driven and results oriented with an impeccable track record to fill the following vacant positions:

S/N	Job Title	Salary Grade	Number of Vacancies
1.	Senior Statistician-Dissemination	ZSA05/J	1
2.	Geographic Information Officer (Headquarters)	ZSA06/I	2

JOB ADVERTISEMENT

1. **Job Title: Senior Statistician-Dissemination (Executive Assistant to the Statistician General) : (Salary Grade ZSA05/J) (1 Position)**

A. Job Purpose

To coordinate and facilitate the timely, accessible, and user-friendly dissemination of official statistics and statistical information to stakeholders, ensuring that statistical products and services meet user needs and promote the use of official statistics for evidence-based decision-making.

Additionally, to serve as the Executive Assistant to the Statistician General by providing high-level technical, strategic, and administrative support in the coordination of the Office of the Statistician General. The role involves managing executive priorities, coordinating strategic assignments, monitoring the implementation of key decisions, facilitating communication with internal and external stakeholders, preparing high-level briefs, speeches, reports, and correspondence, and ensuring the efficient execution of the Statistician General's mandate.

B. The job holder will perform the following functions:

I. Coordinate the dissemination of official statistics through publications, reports, digital platforms, media releases, and other communication channels.
II. Oversee the management of the National Data Portal; Manage and coordinate the National Data Archive; Coordinate the implementation and management of SDMX standards
III. Develop, promote and implement dissemination strategies that enhance the accessibility, visibility, and utilization of official statistics.
IV. Ensure that statistical products are disseminated in accordance with the Agency's Release Calendar, dissemination policy, and international best practices.
V. Monitor user needs and satisfaction, and recommend improvements to statistical products and dissemination services.
VI. Coordinate stakeholder engagement activities, including statistical user-producer forums, workshops, and dissemination events.
VII. Provide high-level executive, technical, and administrative support to the Statistician General.
VIII. Coordinate the implementation and follow-up of decisions and directives issued by the Statistician General.
IX. Prepare executive briefs, speeches, talking points, presentations, reports, and correspondence for the Statistician General.
X. Coordinate the Statistician General's strategic meetings, engagements, and official programmes.

JOB ADVERTISEMENT

XI. Coordinate the preparation of briefing materials for Cabinet, parliamentary committees, development partners, and other high-level engagements.
XII. Facilitate communication and liaison between the Office of the Statistician General and internal and external stakeholders.

C. Required Academic and Professional Qualifications:

i. Full Grade Twelve (12) / Form Certificate.
ii. Bachelor's Degree in Statistics ,Social Science, (Demography, Population studies, Economics, Epidemiology, Biostatistics) or equivalent
iii. Master's Degree in a relevant field will be an added advantage.

D. Required Minimum Job Experience

At least Five (5) years relevant experience, of which three(3) years should be at Supervisory Level.

E. Desired Knowledge

I. Fundamental Principles of Official Statistics.
II. Structure and functions of the National Statistical System (NSS).
III. National and International statistical standards and guideines.
IV. Statistical dissemination policies, principles, and practices
V. Data dissemination strategies and Frameworks.
VI. Statistical communication and data storytelling techniques.
VII. Intepretation and presentation of statistical findings.
VIII. Preparation of statistical reports, bulletins, publications and technical documentation.
IX. Data visualisation, dashboard development and presentation techniques.
X. Open data platforms and dissemination portals
XI. Metadata management and documentation standards
XII. Data accessibility and usability principles
XIII. Stakeholder engagement and relationship management
XIV. User satisfcation surveys, needs assessment and methodologies, and feedback mechanisms
XV. Public communication and information services
XVI. Statistical literarcy promotion strategies

F. Desired Competences and Personal Attributes

i. Result oriented
ii. Integrity and confidentiality;
iii. Problem-Solving Skills

JOB ADVERTISEMENT

iv. Stakeholder engagement & diplomacy
v. Leadership and people development;
vi. Strong Analytical skills
vii. Project and risk management
viii. Ability to analyze, interpret, and communicate statistical data and findings.
ix. Ability to plan and coordinate dissemination of statistical products and services.
x. Competence in statistical communication and data storytelling
xi. Ability to develop charts, infographics, dashboards, and visual presentation

2. Job Title: Geographical Information Officer (Headquarters) (Salary Grade ZSA06/I) (2 Positions)

A. Job Purpose

To support the collection, management, analysis, and dissemination of geographic and spatial data to enhance the production of accurate, well-referenced, and geographically enabled official statistics; to ensure the effective use of Geographic Information Systems (GIS) in statistical operations, including mapping of enumeration areas, updating spatial databases, supporting field operations, and producing maps and spatial products for censuses, surveys, and administrative data systems.

.

B. The Job Holder will perform the following functions:

i. To Support the development, updating, and maintenance of spatial databases and geographic datasets.
ii. To support the accurate and timely production of enumeration area maps and related field materials for census and survey operations.
iii. To support field operations through provision of accurate maps, coordinates, and spatial reference materials.
iv. Apply basic quality checks to geospatial data and outputs as guided by the Senior GIS Officer and Manager – GIS
v. To conduct basic spatial analysis to support statistical reporting and decision-making, to contribute to the development of geospatial products for publications and reports
vi. Assist in integrating geographic information with statistical data for analysis and dissemination.

JOB ADVERTISEMENT

vii. To support the development and maintenance of geoportals, interactive maps, and dashboards for internal and public use as guided by the Senior GIS Officer and Manager – GIS.
viii. To maintasin GIS data quality, accuracy, and metadata documentation.
ix. Ensure proper storage, security, and backup of spatial data
x. Build foundational technical skills in GIS software and geospatial data handling in support of the Division's capacity needs

C. Required Academic and Professional Qualifications

i. Grade Twelve (12) Certificate
ii. Bachelor's Degree in Geographic Information Systems (GIS), Geography, Social Science, or a related geospatial field from a recognized institution.
iii. Master's Degree in a relevant field will be an added advantage

D. Required Minimum Job Experience

Relevant work experience in Geographic Information Systems (GIS), spatial data management, mapping, remote sensing, or related geospatial/statistical support functions will be an added advantage.

E. Desired Knowledge

i. Good understanding of census and survey cartographic processes, sampling frames and small area estimation.
ii. Basic technical proficiency in GIS software and digitization techniques.
iii. Good attention to detail and accuracy in data entry and map production.
iv. Ability to work in the field and adapt to fieldwork schedules, particularly during census/survey periods.
v. Spatial data capture, storage, analysis, and visualization.
vi. Principles of cartography and map design.
vii. Map layout, symbols, scale, and visualization standards.
viii. GPS data collection methods and field mapping techniques.
ix. Spatial data editing, cleaning, and validation.
x. Metadata standards for geospatial data.
xi. Data quality assurance for spatial datasets.
xii. Basic principles of remote sensing and satellite imagery.
xiii. Spatial analysis techniques and applications.
xiv. Land use/land cover mapping concepts.
xv. Integration of remote sensing data with GIS.

F. Desired Competences and Personal Attributes

JOB ADVERTISEMENT

i. Willingness to learn and work under supervision in a structured environment
ii. Result oriented
iii. Integrity and confidentiality;
iv. Problem-Solving Skills
v. Willingness to learn and work under supervision in a structured environment.
vi. Good interpersonal and communication skills for liaising with data providers and internal teams.
vii. Good coordination skills for working with field teams.

NOTE:

- Applicants who have certificates of verification of local qualifications and/or certificates of verification and evaluation of foreign qualifications issued by the Zambia Qualifications Authority (ZAQA) must submit the said certificates with their applications for the position advertised. Applicants without certificates of verification and/or certificates of verification and evaluation must submit with their applications for the position advertised proof of submission of their application to ZAQA for verification of local qualifications and, where applicable, proof of submission of their application to ZAQA for verification and evaluation of foreign qualifications.
- Candidates who meet the above qualifications and work experience will be considered.
- Women and persons with disabilities are encouraged to apply.
- Candidates should apply for **one** of the above-listed positions only or otherwise be **disqualified**.

Suitably qualified candidates should submit their application letters, supported by copies of academic and professional qualifications along with detailed CVs, NRC and traceable referees, to the **link** below, not later than midnight Central African Time (CAT), **24th November 2026.** Applications received later than the closing date shall not be considered.

The application letters should be addressed to:
The Statistician-General
Zambia Statistics Agency
Corner of John Mbita Road and Nationalist Road,
Lusaka, Zambia

Link: https://www.zamstats.gov.zm/Apply

JOB ADVERTISEMENT