

**VACANCY**  
**MARKET DEVELOPMENT TEMPORARY EMPLOYEE**



The Botswana Stock Exchange Limited (BSEL) is one of the leading exchanges in Southern Africa and plays an increasingly important role in the country's economic development by meeting the growing demand for investment products and access to capital. The BSE wishes to recruit a skilled and highly motivated citizen to fill the position of temporary Market Development employee on contract for a period of five (5) months.

The role of the temporary Market Development employee will be to assist with the logistics of the upcoming 23<sup>rd</sup> Annual African Securities Exchanges Association (ASEA) General Meeting & Conference which will be hosted by the BSE in Kasane from 24<sup>th</sup> – 26<sup>th</sup> November, 2019. Duties will include all activities in the ASEA Conference 2019 work plan such as sponsorship, registration of delegates, branding and other key logistics. Further, the successful candidate will also undertake any duties directed by the Head of Market Development.

**EDUCATION AND TRAINING QUALIFICATIONS:** The successful candidate should have a business-related degree.

**EXPERIENCE:** The candidate should have at least one (1) year working experience especially in events management.

**COMPETENCIES:**

- Interpersonal and Communication Skills
- Quality result oriented
- Negotiation Skills
- Customer oriented
- Quick thinking & Decisive
- Planning & Organising
- Business Acumen

**If you meet the requirements of the above position, please email your CV and the names of three non-related referees to;**

Human Resource Administrator  
Botswana Stock Exchange  
e-mail: [recruitment@bse.co.bw](mailto:recruitment@bse.co.bw)

Applications should reach the BSE on or before **26<sup>th</sup> July, 2019**.

Note: The BSE shall enter into correspondence with shortlisted candidates only.