



**WATER RESOURCES MANAGEMENT AUTHORITY (WARMA)  
EMPLOYMENT OPPORTUNITY – APRIL 2026**

Established under the Water Resources Management Act No. 21 of 2011, the Water Resources Management Authority (WARMA) is mandated to regulate and manage the utilisation of water resources in Zambia in a sustainable, equitable, and integrated manner.

The Authority is an Equal Opportunity Employer and invites applications from suitably qualified, experienced, and result-oriented individuals to fill the following positions:

**1. MANAGER – HUMAN CAPITAL AND ADMINISTRATION (01 POSITION)**

<b>Grade</b>	:	WRM 03
<b>Department</b>	:	Human Capital and Administration
<b>Reports to</b>	:	Director Human Capital and Administration
<b>Location</b>	:	Lusaka – Head Office

**Job Purpose:**

To support the management of the human capital function by implementing strategies, policies, and systems that attract, develop, and retain a high-performing workforce while ensuring compliance with labour laws and institutional objectives.

**Key Responsibilities:**

- Coordinate recruitment, placement, onboarding, and retention of staff.
- Implement human capital strategies, policies, and programmes aligned to organisational goals.

- Provide advisory support on employee relations, disciplinary, and grievance matters.
- Coordinate performance management processes and reporting.
- Oversee training and development programmes.
- Manage HR operations including payroll inputs, staff records, and HRMIS.
- Prepare monthly, quarterly, and annual human capital reports.

**Qualifications and Experience:**

- Grade 12 Certificate with 5 O Levels including Mathematics and English.
- Master's Degree in Human Resource Management, Business Administration, or related field.
- Bachelor's Degree in Human Resource Management, Public Administration, Industrial Psychology, or related field.
- Full Member of the Zambia Institute of Human Resource Management (ZIHRM).
- Minimum of 5 years' experience, with at least 3 years at management level.

**Required competencies/Personal attributes/Skills**

- Highly developed leadership and management skills.
- Strategic/Business planning skills.
- Good working knowledge of the Zambian labour laws.
- High analytical skills.
- Honesty, initiative, work under pressure and ability to deal with highly sensitive material and maintain confidentiality.
- Conduct research on compensation and benefits.
- Ability to analyze major causes of industrial conflicts, persistent disciplinary breaches, factors positively or negatively contributing to the industrial relations climate in the organization.

- Ability to design course programmes that address performance problems amongst employees.
- Ability to analyse job applicants' capabilities/suitability for employment.

## **2. PROCUREMENT AND SUPPLIES MANAGER (01 POSITION)**

<b>Grade</b>	:	WRM 03
<b>Department</b>	:	Human Capital and Administration
<b>Reports to</b>	:	Director General
<b>Functional Reporting</b>	:	Director Human Capital and Administration
<b>Location</b>	:	Lusaka – Head Office

### **Job Purpose:**

To provide strategic and operational leadership in procurement and supply chain management, ensuring efficient, transparent, and compliant acquisition of goods, services, and works in line with the Public Procurement Act and ZPPA guidelines.

### **Key Responsibilities:**

- Lead development and implementation of procurement strategies and annual procurement plans.
- Oversee procurement processes including tendering, evaluation, contract award, and management.
- Ensure compliance with the Public Procurement Act, ZPPA regulations, and e-GP systems.
- Manage supplier relationships, contract performance, and procurement risks.
- Serve as Secretariat to the Procurement Committee.
- Oversee inventory, stores, and supply chain systems.
- Prepare procurement reports and support audit processes.
- Supervise procurement and stores staff.

### **Qualifications and Experience:**

- Grade 12 Certificate with 5 O Levels including Mathematics and English.
- Master's Degree in Procurement, Supply Chain Management, Business Administration, or related field.
- Bachelor's Degree in Purchasing and Supply or related field.
- Full CIPS qualification and Member of the Zambia Institute of Purchasing and Supply (ZIPS).
- Minimum of 5 years' experience, with at least 3 years at management level.
- Experience in public sector procurement and e-GP systems will be an added advantage.

### **Required competencies/Personal attributes/Skills**

- Strategic thinking and execution
- Policy development and implementation
- Public procurement regulations and compliance
- Contract management and negotiation
- Strategic sourcing and supplier management
- Data analysis and cost optimisation
- Budget management
- Stakeholder engagement and negotiation
- Strong written and report-writing skills

### **3. MANAGER – RESEARCH AND PLANNING (01 POSITION)**

<b>Grade</b>	:	WRM 03
<b>Department</b>	:	Water Resources Management & Information
<b>Reports to</b>	:	Director Operations
<b>Location</b>	:	Lusaka – Head Office

#### **Job Purpose:**

To manage, oversee, coordinate and implement research and planning in water resources management, development and conservation to inform and improve the strategies, policies and operations of WARMA.

**Key Responsibilities:**

- Provide effective leadership in advancing water resources related research in the Water Sector.
- Effectively and timely coordinate all water resources management, development and conservation related research undertaken by WARMA.
- Provide adequate liaison/ linkages between WARMA and research.
- Lead in identification of research areas
- Coordinate and oversee water resources related research that is undertaken by universities, research s or consultants in collaboration with or on behalf of WARMA.
- Lead in Design and development of write research proposals for submission to potential funders.
- Proactively engage with partners, funders and other stakeholders to support research and planning in water resources.
- Develop and implement appropriate research methodologies and methods, evaluation strategies and research tools.
- Lead on the production of high-quality research and policy reports which impacts policy and practice.
- Facilitate the development, review and implementation of water resources management plans.
- Perform any other duties as delegated by superiors.

**Qualifications and Experience:**

- Grade 12 Certificate with credit in Mathematics and English.
- Master's Degree in Water Resources Management, Hydrology, Civil Engineering, Natural Resources Management, Physical Geography, Environmental Science, Climate Change, Public Policy, Public

Administration, Development Studies, or any other relevant qualification from a recognised University.

- Bachelor's Degree in Physical Geography, Natural Resources Management, Water Resources Engineering, Civil Engineering (Water/Environmental), Environmental Science, Agricultural Engineering, Economics (Environmental/Resource Economics), Public Policy, Development Studies, or any other related field from a recognised University.
- Membership with a relevant professional body such as the Engineering Institution of Zambia, Zambia Institute of Environmental Management, or any other relevant professional body.
- Minimum of 5 years' experience, with at least 3 years at management level.

#### **Required competencies/Personal attributes/Skills**

- Good research, organisation and planning skills;
- Good working knowledge of computer;
- Working knowledge in Water Resources Management;
- High analytical skills and exemplary work ethics;
- Good communication and interpersonal skills with ability to engage.

#### **4. MONITORING AND EVALUATION SPECIALIST (01 POSITION)**

<b>Grade</b>	:	WRM 04
<b>Department</b>	:	Human Capital and Administration
<b>Reports to</b>	:	Director General
<b>Functional Reporting</b>	:	Director Human Capital and Administration
<b>Location</b>	:	Lusaka – Head Office

#### **Job Purpose:**

To design, implement, and manage monitoring and evaluation systems that support evidence-based decision-making and performance tracking of programmes and projects.

**Key Responsibilities:**

- Develop and implement M&E frameworks, systems, and reporting tools.
- Conduct evaluations, baseline studies, and performance reviews.
- Monitor programme performance and data quality.
- Prepare monthly, quarterly, and annual performance reports.
- Support strategic planning and results-based management processes.

**Qualifications and Experience:**

- Grade 12 Certificate with 5 O Levels including Mathematics and English.
- Bachelor's Degree in Economics, Demography, Social Sciences, or related field.
- Postgraduate Diploma in Monitoring and Evaluation.
- Member of Zambia Monitoring and Evaluation Association (ZAMEA) or any relevant professional body.
- 5 years' experience preferably in a similar role with demonstrated capability in developing robust M&E documents.

**Required competencies/Personal attributes/Skills**

- Possess high analytical skills.
- Demonstrated capability in developing robust M&E frameworks.
- Demonstrated capacity to use project M&E to advance strategic goals and provide data for decision-making.
- Skill in data quality assurance desired.
- Excellent computer skills, including data software.

## **5. INTERNAL AUDITOR (01 POSITION)**

<b>Grade</b>	:	WRM 05
<b>Department</b>	:	Audit and Risk
<b>Reports to</b>	:	Manager Audit and Risk
<b>Location</b>	:	Lusaka – Head Office

### **Job Purpose:**

To support internal audit and risk management functions by ensuring compliance with financial controls and enhancing governance systems.

### **Key Responsibilities:**

- Conduct audits and risk assessments.
- Review internal controls and compliance.
- Prepare audit reports and follow up on recommendations.
- Support internal and external audit processes.

### **Qualifications and Experience:**

- Bachelor's Degree in Accounting, Finance, or related field.
- Professional qualification (ZICA, ACCA, CIMA, CA).
- Member of ZICA and IIAZ.
- Certification in Auditing is an added advantage
- Minimum of 5 years' relevant experience.

### **Required competencies/Personal attributes/Skills**

- Overall broad knowledge of Internal Auditing Systems and procedures.
- In-depth understanding of internal Auditing systems/ Procedures and how they affect organization.
- Ability to perform risk assessments to identify audit areas and recommend plans.

- Excellent judgment and analytical skills.
- Possess a high level of Integrity and confidentiality.
- Presentable with good disposition; Good computer skills.
- Good Interpersonal and negotiating skills, with ability to work under pressure and manage time.
- Ability to work independently.
- commitment to continuous learning and willingness to keep up to date on new developments in the audit field.

## **6. ASSISTANT ACCOUNTANT (01 POSITION)**

<b>Grade</b>	:	WRM 06
<b>Department</b>	:	Finance
<b>Reports to</b>	:	Accountant
<b>Location</b>	:	Lusaka – Head Office

### **Job Purpose:**

To support financial management by maintaining accurate records and assisting in preparation of financial reports.

### **Key Responsibilities:**

- Maintain accounting records and prepare financial reports.
- Support budgeting and financial analysis.
- Process payments and reconcile accounts.
- Support audit processes.

### **Qualifications and Experience:**

- Diploma in Accounting or related field.
- Member of ZICA.
- Minimum of 3 years' experience.

### **Required competencies/Personal attributes/Skills**

- Strong understanding of basic accounting principles and financial procedures
- Proficiency in accounting systems (e.g., SAGE or similar ERP systems)
- Ability to prepare and interpret financial records and reconciliations
- Knowledge of statutory requirements (e.g., PAYE, VAT, NAPSA compliance)
- High level of accuracy and attention to detail in financial processing
- Ability to identify discrepancies and resolve financial variances
- Strong numerical and analytical skills
- Ability to manage multiple tasks and meet strict deadlines
- Good record-keeping and document management skills
- Strong organisational ability
- High level of integrity and ethical conduct

## **8. INSPECTOR HYDROGEOLOGY (01 POSITION)**

<b>Grade</b>	:	WRM 05
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Senior Inspector Hydrogeology
<b>Location</b>	:	Solwezi – Kafue Catchment

### **Job Purpose:**

Investigate, monitor and enforce the use and exploitation of groundwater in accordance with the approved Water Permit conditions and the provisions of the Water Resources Management Act 2011.

### **Key Responsibilities:**

- Develop and review Groundwater Periodic Inspection and Monitoring Plans for approval by the Senior Inspector Hydrogeology on a regular basis.
- Conduct routine compliance inspections on water users Act.
- Be able to stand as expert witness in the Courts of Law and present evidence.
- Provide support in planning and implementation of hydro-geological programmes.
- Undertake groundwater assessment activities required for the development, management and protection of groundwater resources in the catchment.
- Provide input in the formulation and implementation of data acquisition and collection strategies for effective planning, development, management and utilisation of groundwater resources.
- Monitoring and assessment of groundwater resources within the Catchment.
- Investigate and provide advice on groundwater use and exploitation in the Catchment.
- Conduct, receive and investigate all public complaints concerning groundwater resources in order to facilitate the implementation of appropriate interventions as well as resolve all conflicts among water users.
- Collaborate with other units in the Catchment and share technical data or information to facilitate planning and decision making
- Prepare and submit comprehensive technical reports pertaining to groundwater resources management and availability on a monthly basis.
- Performs any other duties that may be delegated from time to time by supervisor.
- Amicable resolution of groundwater disputes between Clients and Drillers

- Conduct pre-drilling inspection of potential sites for clients to ensure compliance on minimum distances between boreholes and potential pollution sources
- Perform scientific investigation programs for issues surrounding groundwater under the supervision of Senior Hydro-geologist
- Performs any other duties that may be delegated from time to time by supervisor.

**Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.
- Bachelor's Degree in Water Engineering, Physical Geography, Natural Resources Management, Water Resources Engineering, Agricultural Engineering, Civil / Environmental Engineering or any other related field from a recognised University.
- Member of the Engineering Institution of Zambia (EIZ) or any other relevant professional body.
- Three (3) years' experience.

**Required competencies/Personal attributes/Skills**

- Good organisation and planning skills;
- Good computer skills;
- Working knowledge of the Water Resources Management Act;
- High analytical skills and exemplary work ethics.
- Possess fair level of problem solving and analytical skills with ability to perform under pressure.
- Good critical thinking skills.
- Proactive and reactive thinking.

**9. INSPECTOR HYDROGEOLOGY (01 POSITION)**

**Grade** : WRM 05

**Department** : Water Resource Management & Information  
**Reports to** : Senior Inspector Hydrogeology  
**Location** : Ndola – Kafue Catchment

**Job Purpose:**

Investigate, monitor and enforce the use and exploitation of groundwater in accordance with the approved Water Permit conditions and the provisions of the Water Resources Management Act 2011.

**Key Responsibilities:**

- Develop and review Groundwater Periodic Inspection and Monitoring Plans for approval by the Senior Inspector Hydrogeology on a regular basis.
- Conduct routine compliance inspections on water users Act.
- Be able to stand as expert witness in the Courts of Law and present evidence.
- Provide support in planning and implementation of hydro-geological programmes.
- Undertake groundwater assessment activities required for the development, management and protection of groundwater resources in the catchment.
- Provide input in the formulation and implementation of data acquisition and collection strategies for effective planning, development, management and utilisation of groundwater resources.
- Monitoring and assessment of groundwater resources within the Catchment.
- Investigate and provide advice on groundwater use and exploitation in the Catchment.
- Conduct, receive and investigate all public complaints concerning groundwater resources in order to facilitate the implementation of appropriate interventions as well as resolve all conflicts among water users.

- Collaborate with other units in the Catchment and share technical data or information to facilitate planning and decision making
- Prepare and submit comprehensive technical reports pertaining to groundwater resources management and availability on a monthly basis.
- Performs any other duties that may be delegated from time to time by supervisor.
- Amicable resolution of groundwater disputes between Clients and Drillers
- Conduct pre-drilling inspection of potential sites for clients to ensure compliance on minimum distances between boreholes and potential pollution sources
- Perform scientific investigation programs for issues surrounding groundwater under the supervision of Senior Hydro-geologist
- Performs any other duties that may be delegated from time to time by supervisor.

**Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.
- Bachelor's Degree in Water Engineering, Physical Geography, Natural Resources Management, Water Resources Engineering, Agricultural Engineering, Civil / Environmental Engineering or any other related field from a recognised University/.
- Member of the Engineering Institution of Zambia (EIZ) or any other relevant professional body.
- Three (3) years' experience.

**Required competencies/Personal attributes/Skills**

- Good organisation and planning skills;
- Good computer skills;
- Working knowledge of the Water Resources Management Act;
- High analytical skills and exemplary work ethics.

- Possess fair level of problem solving and analytical skills with ability to perform under pressure.
- Good critical thinking skills.
- Proactive and reactive thinking.

## **10. INSPECTOR HYDROGEOLOGY (01 POSITION)**

<b>Grade</b>	:	WRM 05
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Senior Inspector Hydrogeology
<b>Location</b>	:	Chipata – Luangwa Catchment

### **Job Purpose:**

Investigate, monitor and enforce the use and exploitation of groundwater in accordance with the approved Water Permit conditions and the provisions of the Water Resources Management Act 2011.

### **Key Responsibilities:**

- Develop and review Groundwater Periodic Inspection and Monitoring Plans for approval by the Senior Inspector Hydrogeology on a regular basis.
- Conduct routine compliance inspections on water users Act.
- Be able to stand as expert witness in the Courts of Law and present evidence.
- Provide support in planning and implementation of hydro-geological programmes.
- Undertake groundwater assessment activities required for the development, management and protection of groundwater resources in the catchment.

- Provide input in the formulation and implementation of data acquisition and collection strategies for effective planning, development, management and utilisation of groundwater resources.
- Monitoring and assessment of groundwater resources within the Catchment.
- Investigate and provide advice on groundwater use and exploitation in the Catchment.
- Conduct, receive and investigate all public complaints concerning groundwater resources in order to facilitate the implementation of appropriate interventions as well as resolve all conflicts among water users.
- Collaborate with other units in the Catchment and share technical data or information to facilitate planning and decision making
- Prepare and submit comprehensive technical reports pertaining to groundwater resources management and availability on a monthly basis.
- Performs any other duties that may be delegated from time to time by supervisor.
- Amicable resolution of groundwater disputes between Clients and Drillers
- Conduct pre-drilling inspection of potential sites for clients to ensure compliance on minimum distances between boreholes and potential pollution sources
- Perform scientific investigation programs for issues surrounding groundwater under the supervision of Senior Hydro-geologist
- Performs any other duties that may be delegated from time to time by supervisor.

**Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.
- Bachelor's Degree in Water Engineering, Physical Geography, Natural Resources Management, Water Resources Engineering, Agricultural

Engineering, Civil / Environmental Engineering or any other related field from a recognised University/.

- Member of the Engineering Institution of Zambia (EIZ) or any other relevant professional body.
- Three (3) years' experience.

#### **Required competencies/Personal attributes/Skills**

- Good organisation and planning skills;
- Good computer skills;
- Working knowledge of the Water Resources Management Act;
- High analytical skills and exemplary work ethics.
- Possess fair level of problem solving and analytical skills with ability to perform under pressure.
- Good critical thinking skills.
- Proactive and reactive thinking.

### **11. INSPECTOR WATER INFRASTRUCTURE (01 POSITION)**

<b>Grade</b>	:	WRM 05
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Senior Inspector Water Infrastructure
<b>Location</b>	:	Chipata– Luangwa Sub-Catchment

#### **Job Purpose:**

Verifies and analyses designs and procedures on projects in the catchment relating to hydraulic infrastructure such as Dams, Canals and Weirs for correctness and make recommendations. Investigates, monitors and enforces the safety and integrity of surface and groundwater infrastructure in accordance with the approved Water permit conditions and the provisions of the Water Resources Management Act.

#### **Key Responsibilities:**

- Develop periodic Inspection and Monitoring Plans for approval by the Senior Inspector infrastructure on a regular basis.
- Identify and report any potential activities that may be at variance with regulations and the provisions of the Water Resources Management Act.
- Ensure that all Water Resources users are compliant for varied purposes obtain Water permits and use the resource in accordance with the provisions of the Act.
- Provide guidelines into the Designing of water resources infrastructure such as Dams, Canals, and Weirs in the Catchment.
- Undertake timely monitoring of surface water infrastructure in order to ascertain their integrity and safety in the Catchment.
- Oversee water resources infrastructure retrofitting in the Catchment
- Provide input in the formulation and implementation of data acquisition and collection strategies for effective planning, development, management and utilisation of groundwater resources.
- Review Environmental Impact Assessments and other reports for proposed development activities in the Catchment.
- Conduct, receive and investigate public complaints concerning Surface water resources in order to facilitate the implementation of appropriate interventions as well as resolve all conflicts among water users.
- Supervision of subordinates and other support staff.
- Undertake timely preparation of technical reports on the status of Catchment water resources infrastructure in order to facilitate planning.
- Performs any other duties that may be delegated from time to time by supervisor.

**Qualifications and Experience:**

- Grade 12 Certification with Credit and above in Mathematics and English.
- Bachelor's Degree in Civil / Environmental Engineering. Water Engineering, Physical Geography, Natural Resources Management,

Water Resources Engineering, Agricultural Engineering, Civil / Environmental Engineering or any other related field from a recognized University.

- Member of the Engineering Institution of Zambia (EIZ) or any relevant professional body.
- 3 years' experience.

**Required competencies/Personal attributes/Skills**

- Good organisation and planning skills;
- Good computer skills;
- Working knowledge of Water Resources Management;
- High analytical skills and exemplary work ethics.
- Possess fair level of problem solving and analytical skills with ability to perform under pressure.
- Good critical thinking skills.
- Proactive and reactive thinking.

**12. INSPECTOR WATER INFRASTRUCTURE (01 POSITION)**

<b>Grade</b>	:	WRM 05
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Senior Inspector Water Infrastructure
<b>Location</b>	:	Ndola– Kafue Sub-Catchment

**Job Purpose:**

Verifies and analyses designs and procedures on projects in the catchment relating to hydraulic infrastructure such as Dams, Canals and Weirs for correctness and make recommendations. Investigates, monitors and enforces the safety and integrity of surface and groundwater infrastructure in accordance with the approved Water permit conditions and the provisions of the Water Resources Management Act.

**Key Responsibilities:**

- Develop periodic Inspection and Monitoring Plans for approval by the Senior Inspector infrastructure on a regular basis.
- Identify and report any potential activities that may be at variance with regulations and the provisions of the Water Resources Management Act.
- Ensure that all Water Resources users are compliant for varied purposes obtain Water permits and use the resource in accordance with the provisions of the Act.
- Provide guidelines into the Designing of water resources infrastructure such as Dams, Canals, and Weirs in the Catchment.
- Undertake timely monitoring of surface water infrastructure in order to ascertain their integrity and safety in the Catchment.
- Oversee water resources infrastructure retrofitting in the Catchment
- Provide input in the formulation and implementation of data acquisition and collection strategies for effective planning, development, management and utilisation of groundwater resources.
- Review Environmental Impact Assessments and other reports for proposed development activities in the Catchment.
- Conduct, receive and investigate public complaints concerning Surface water resources in order to facilitate the implementation of appropriate interventions as well as resolve all conflicts among water users.
- Supervision of subordinates and other support staff.
- Undertake timely preparation of technical reports on the status of Catchment water resources infrastructure in order to facilitate planning.
- Performs any other duties that may be delegated from time to time by supervisor.

**Qualifications and Experience:**

- Grade 12 Certification with Credit and above in Mathematics and English.

- Bachelor's Degree in Civil / Environmental Engineering, Water Engineering, Physical Geography, Natural Resources Management, Water Resources Engineering, Agricultural Engineering, Civil / Environmental Engineering or any other related field from a recognized University.
- Member of the Engineering Institution of Zambia (EIZ) or any other relevant professional body.
- 3 years' experience.

**Required competencies/Personal attributes/Skills**

- Good organisation and planning skills;
- Good computer skills;
- Working knowledge of Water Resources Management;
- High analytical skills and exemplary work ethics.
- Possess fair level of problem solving and analytical skills with ability to perform under pressure.
- Good critical thinking skills.
- Proactive and reactive thinking.

**13. INSPECTOR HYDROLOGY (01 POSITION)**

<b>Grade</b>	:	WRM 05
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Senior Inspector Hydrology
<b>Location</b>	:	Livingstone– Zambezi-Catchment

**Job Purpose:**

Undertakes and oversees all surface water data collection and operations in order to facilitate planning and decision making on the sub-catchment surface water resources. Investigates, monitors and enforces the use and exploitation of surface water in accordance with the approved Water permit conditions and the provisions of the Water Resources Management Act 2011.

**Key Responsibilities:**

- Develop periodic Inspection and Monitoring Plans for approval by the Senior Inspector Hydrology on a regular basis.
- Identify and report any potential activities that may be at variance with regulations and the provisions of the Water Resources Management Act 2011.
- Ensure that commercial Surface Water users are compliant and obtain Water permits in accordance with the provisions of the law.
- Undertake timely collection of surface water data in order to facilitate analysis.
- Undertake surface water monitoring for decision making in the Sub-Catchment.
- Construct, rehabilitate and maintain surface water monitoring network in the Sub-Catchment.
- Provide input in the formulation and implementation of data acquisition and collection strategies for effective planning, development, management and utilisation of groundwater resources.
- Undertake timely monitoring of surface water projects and programmes in order to ascertain their effect on the water resource.
- Conduct, receive and investigate public complaints concerning Surface water resources in order to facilitate the implementation of appropriate interventions as well as resolve all conflicts among water users.
- Supervision of subordinates and other support staff.
- Undertake timely preparation of technical reports on the status of surface water in the catchment in order to inform decision making.
- Performs any other duties that may be delegated from time to time by supervisor.

**Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.

- Bachelor's Degree in Water Engineering, Environment, Natural Resources Management, Water Resources Engineering, Agricultural Engineering, or any other related field from a recognised University/.
- Member of the Engineering Institution of Zambia (EIZ) or any other relevant professional body.
- 3 years' experience.

**Required competencies/Personal attributes/Skills**

- Good organisation and planning skills;
- Good computer skills;
- Working knowledge of Water Resources Management;
- High analytical skills and exemplary work ethics.
- Possess fair level of problem solving and analytical skills with ability to perform under pressure.
- Good critical thinking skills.
- Proactive and reactive thinking.

**14. HYDRO TECHNICIAN - HYDROLOGY (01 POSITION)**

<b>Grade</b>	:	WRM 06
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Inspector - Hydrology
<b>Location</b>	:	Lusaka – Kafue Catchment

**Job Purpose:**

Assist Inspector Hydrology to conduct all surface water resources assessments and data collection including rehabilitation and maintenance of hydrometric station network and conducts compliance monitoring of surface water in accordance with the approved Water permit conditions and the provisions of the Water Resources Management Act 2011.

**Key Responsibilities:**

- Provide support in planning and implementation of hydrological programmes as assigned.
- Execute surface water operations and maintenance in the Catchment
- Conduct regular field monitoring programmes for hydrological measurements for purposes of updating rating equations.
- Assist to monitor and assess water resources
- Execute the construction, rehabilitation and maintenance of Hydrometric stations for the surface water monitoring network in the Catchment
- Provide first level quality control for field collected data for surface water stations in the catchment
- Prepare and submit technical reports pertaining to hydrological measurements on a monthly basis.
- Performs any other duties that may be delegated from time to time by superiors.

**Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.
- Diploma in Natural Resources Management, Water Engineering, Agricultural Engineering, Civil / Environmental Engineering or any other relevant field from a recognised Institution.
- Member of the Engineering Institution of Zambia (EIZ) or any other relevant professional body.
- Two (2) years' experience.

**Required competencies/Personal attributes/Skills**

- Good organization and planning skills;
- Computer Literate;
- Working knowledge of Water Resources Management;
- High analytical skills and exemplary work ethics;
- Proactive problem solving abilities with critical thinking and analytical skills coupled with the ability to multi-task.

## **15. HYDRO TECHNICIAN - HYDROLOGY (01 POSITION)**

<b>Grade</b>	:	WRM 06
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Inspector - Hydrology
<b>Location</b>	:	Kabwe – Luangwa Catchment

### **Job Purpose:**

Assist Inspector Hydrology to conduct all surface water resources assessments and data collection including rehabilitation and maintenance of hydrometric station network and conducts compliance monitoring of surface water in accordance with the approved Water permit conditions and the provisions of the Water Resources Management Act 2011.

### **Key Responsibilities:**

- Provide support in planning and implementation of hydrological programmes as assigned.
- Execute surface water operations and maintenance in the Catchment
- Conduct regular field monitoring programmes for hydrological measurements for purposes of updating rating equations.
- Assist to monitor and assess water resources
- Execute the construction, rehabilitation and maintenance of Hydrometric stations for the surface water monitoring network in the Catchment
- Provide first level quality control for field collected data for surface water stations in the catchment
- Prepare and submit technical reports pertaining to hydrological measurements on a monthly basis.
- Performs any other duties that may be delegated from time to time by superiors.

### **Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.
- Diploma in Natural Resources Management, Water Engineering, Agricultural Engineering, Civil / Environmental Engineering or any other relevant field from a recognised Institution.
- Member of the Engineering Institution of Zambia (EIZ) or any other relevant body.
- Two (2) years' experience.

**Required competencies/Personal attributes/Skills**

- Good organization and planning skills;
- Computer Literate;
- Working knowledge of Water Resources Management;
- High analytical skills and exemplary work ethics;
- Proactive problem-solving abilities with critical thinking and analytical skills coupled with the ability to multi-task.

**16. DATA ENTRY CLERK (01 POSITION)**

<b>Grade</b>	:	WRM 07
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Inspector - Hydrology
<b>Location</b>	:	Lusaka- Head Office

**Job Purpose:**

To enter water-related data in the databases for storage and easy retrieval to facilitate processing and analysis.

**Key Responsibilities:**

- Enter water resources and related data into databases.

- Clean up electronic data in order to enter coherent data into the database.
- Assist in the collection of water resources data
- Compile water resources data in order to facilitate analysis for decision making.
- Maintain records of water resources data and information in order to provide ease access.
- Assist to maintain Information Technology infrastructure
- Ensure data security, risk management and disaster recovery
- Prepare and submit data reports on a monthly basis.
- Performs any other duties that may be delegated from time to time by superiors.

**Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.
- Certificate in Computer Science, Information and Communication Technology, Environment, Natural Resources or any other related field.
- 1 year experience in a similar role.

**Required competencies/Personal attributes/Skills**

- Moderate organisation and planning skills;
- Good working knowledge of computer;
- Data entry and analytical skills with exemplary work ethics;
- Proficient in MS Office (Excel, Access, Word etc.);
- Possess fair level of problem solving and analytical skills with ability to perform under pressure;
- Good critical thinking skills;
- Familiarity with modern database and information system technologies.

**17. LABORATORY TECHNICIAN (01 POSITION)**

**Grade** : WRM 06

**Department** : Water Resource Management & Information  
**Reports to** : Inspector - Environment  
**Location** : Livingstone- Zambezi Catchment

**Job Purpose:**

To carry out water sampling and laboratory analysis to determine the quality and its suitability for use.

**Key Responsibilities:**

- Collect water and sediment samples for biological and physio-chemical laboratory analysis.
- Testing of water and sediment samples for biological and physio-chemical in the field and Laboratory.
- Ensure timely cleaning and clearing of work space in the laboratory in order to maintain a conducive working environment.
- Prepare and submit comprehensive technical report on water quality, sediment and biological monitoring results on a regular basis.
- Maintenance and calibration of laboratory and field equipment.
- Maintain and update laboratory inventory.
- Assist in quality control/quality assurance in laboratory and field measurements.
- Assist in preparation laboratory manuals, standards and guidelines
- Implement quality management system in the laboratory.
- Performs any other duties that may be delegated from time to time by supervisor.

**Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.
- Diploma in Laboratory Science Technology, Environmental Technology, or any related science field from a recognised institution
- Member of a relevant professional body.

- 1 year working experience in water related activities.

### **Required competencies/Personal attributes/Skills**

- Moderate organisation and planning skills;
- High analytical skills investigative;
- setting up;
- Good working knowledge of computer;
- exemplary work ethics.
- Possess fair level of problem solving and analytical skills with ability to perform under pressure;
- Good critical thinking skills;
- Proactive and reactive thinking.

## **18. LABORATORY TECHNICIAN (01 POSITION)**

<b>Grade</b>	:	WRM 06
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Inspector - Environment
<b>Location</b>	:	Lusaka- Kafue Catchment

### **Job Purpose:**

To carry out water sampling and laboratory analysis to determine the quality and its suitability for use.

### **Key Responsibilities:**

- Collect water and sediment samples for biological and physio-chemical laboratory analysis.
- Testing of water and sediment samples for biological and physio-chemical in the field and Laboratory.
- Ensure timely cleaning and clearing of work space in the laboratory in order to maintain a conducive working environment.

- Prepare and submit comprehensive technical report on water quality, sediment and biological monitoring results on a regular basis.
- Maintenance and calibration of laboratory and field equipment.
- Maintain and update laboratory inventory.
- Assist in quality control/quality assurance in laboratory and field measurements.
- Assist in preparation laboratory manuals, standards and guidelines
- Implement quality management system in the laboratory.
- Performs any other duties that may be delegated from time to time by supervisor.

**Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.
- Diploma in Laboratory Science Technology, Environmental Technology, or any related science field from a recognised institution
- Member of a relevant professional body.
- 1 year working experience in water related activities.

**Required competencies/Personal attributes/Skills**

- Moderate organisation and planning skills;
- High analytical skills investigative;
- setting up;
- Good working knowledge of computer;
- exemplary work ethics.
- Possess fair level of problem solving and analytical skills with ability to perform under pressure;
- Good critical thinking skills;
- Proactive and reactive thinking.

## **19. LABORATORY TECHNICIAN (01 POSITION)**

<b>Grade</b>	:	WRM 06
<b>Department</b>	:	Water Resource Management & Information
<b>Reports to</b>	:	Inspector - Environment
<b>Location</b>	:	Kasama- Chambeshi Catchment

### **Job Purpose:**

To carry out water sampling and laboratory analysis to determine the quality and its suitability for use.

### **Key Responsibilities:**

- Collect water and sediment samples for biological and physio-chemical laboratory analysis.
- Testing of water and sediment samples for biological and physio-chemical in the field and Laboratory.
- Ensure timely cleaning and clearing of work space in the laboratory in order to maintain a conducive working environment.
- Prepare and submit comprehensive technical report on water quality, sediment and biological monitoring results on a regular basis.
- Maintenance and calibration of laboratory and field equipment.
- Maintain and update laboratory inventory.
- Assist in quality control/quality assurance in laboratory and field measurements.
- Assist in preparation laboratory manuals, standards and guidelines
- Implement quality management system in the laboratory.
- Performs any other duties that may be delegated from time to time by supervisor.

### **Qualifications and Experience:**

- Grade 12 Certificate with Credit and above in Mathematics and English.

- Diploma in Laboratory Science Technology, Environmental Technology, or any related science field from a recognised institution
- Member of a relevant professional body.
- 1 year working experience in water related activities.

### **Required competencies/Personal attributes/Skills**

- Moderate organisation and planning skills;
- High analytical skills investigative;
- setting up;
- Good working knowledge of computer;
- exemplary work ethics.
- Possess fair level of problem solving and analytical skills with ability to perform under pressure;
- Good critical thinking skills;
- Proactive and reactive thinking.

### **APPLICATION DETAILS**

Interested candidates should submit applications supported by certified copies of academic and professional qualifications (ZAQA verified), detailed CVs, and three (3) traceable referees.

**Deadline:** 15th May 2026 (17:00 hours)

#### **Submission:**

- Email: [jobs@warma.org.zm](mailto:jobs@warma.org.zm)
- Or hand deliver to:  
The Director General  
Water Resources Management Authority  
Plot No. LN-385-7 & 385-8, Alick Nkhata Road  
P.O. Box 51059, Lusaka

**Note:** Only shortlisted candidates will be contacted. Late applications will not be considered.

**WARMA is an Equal Opportunity Employer**