

# HERESA MAZOYO

## RESUME'

60 Glen Lorne Drive, Glen Lorne, Harare, Zimbabwe.  
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### PERSONAL DETAILS

**DATE OF BIRTH** :17 January, 1962  
**MARITAL STATUS** :Married  
**HOBBIES** : Golf, Tennis, Reading and Camping

### ACADEMIC AND PROFESSIONAL QUALIFICATIONS

- **Masters in Business Administration (MBA) UZ**
- **Associate Member - Chartered Institute of Secretaries and Administrators (ACIS)**
- **Studying for a PhD in Sciencetech Agriculture (Science Medicine University (USA)**
- **Studying French with Alliance Francais (Completed Level III)**
- **Studying for a Diploma in Ministry (Part-time with Living Waters Bible College)**

### SUMMARY OF STRENGTHS

1. Trained to Perform under pressure
2. Goal oriented and produces results
3. Self-motivated and confident
4. Strong Entrepreneurial Skills
5. All-round banking experience and pays attention to detail
6. Perseveres and hardly gives up.

### EMPLOYMENT RECORD IN REVERSE CHRONOLOGICAL ORDER

**EMPLOYER** : **Agricultural Development Bank of Zimbabwe**  
**PERIOD OF EMPLOYMENT** : November 2002, to November 2009  
**JOB TITLE** : **Executive Director: Treasury and Corporate Banking**  
**JOB RESPONSIBILITIES** : Responsible for investing the Bank's funds, Sourcing funds for Corporate & SMEs Development, Corporate Finance and International Trade functions of the Bank. Had the additional responsibility of overlooking the HR function of the

Bank.

**EMPLOYER** : **GENESIS INVESTMENT BANK OF ZIMBABWE**

**PERIOD OF EMPLOYMENT** : 1 December 1999, to October 2002

**JOB TITLES** : **General Manager – Corporate Banking**

**JOB RESPONSIBILITIES** : Head of Corporate Banking and Trade Finance.  
Ensuring Compliance with RBZ Exchange Control Regulations and lending and credit risk guidelines.  
Corporate lending and Credit Management.  
Corporate banking business development.

**Group Finance Executive & Corporate Secretary**

**JOB RESPONSIBILITIES** : Head of Information Technology (IT), Finance, Human Resources & Administration Departments of the Bank. Corporate Secretary of TIB Holdings and Subsidiaries. Advising Board on Corporate Governance and other Board issues. General Administration of the Bank. Member of ALCO, Risk and Audit, Executive and Credit Committees.

**EMPLOYER** : **UNIVERSAL MERCHANT BANK OF ZIMBABWE**

**PERIOD OF EMPLOYMENT** : 1 September, 1996 to November 1999

**JOB TITLES** : Corporate Finance Manager  
Advances Manager

**JOB RESPONSIBILITIES** : Corporate Finance advisory services relating to project appraisal and sourcing of finance, lending, flotations, rights, debenture and bonus issues; Issuance of bonds, commercial paper and other financial instruments; Management Buyouts (MBOs); Company restructuring, mobilisation of funds from capital markets, and general advisory services to Bank's corporate clients.

**MAJOR ACCOMPLISHMENTS** : Introduced the concept of Commercial Paper (CP), and in excess of Z\$1 billion worth of CP was issued in 1 year. Restructured a fish breeding company, resulting in generation of foreign currency.

**EMPLOYER** : **FIRST MERCHANT BANK OF ZIMBABWE**  
**PERIOD OF EMPLOYMENT** : **1 September, 1982 to 31 August, 1996**

### **POSITIONS HELD IN REVERSE CHRONOLOGICAL ORDER**

**JOB TITLES** : Manager – Risk Management and Internal Controls  
Manager- Treasury & Domestic Banking  
Manager – Corporate Finance  
Group Accountant  
Manager – First Transfer Secretaries (41 listed Companies) Administrative Assistant

**JOB RESPONSIBILITIES** : Responsible for investing the bank' funds on the Money Market. Determination of interest rate levels for short and long-term investors, and Bankers Acceptances Portfolio Management for bank clients. Project appraisals, flotations on the Stock Exchange, rights and debenture issues. Attached to all departments from a risk management perspective.

**MAJOR ASSIGNMENTS** : Computerised First Transfer Secretaries' Share Register for 41 listed Companies, resulting in the turn-around time for production of share certificates from 3 weeks to 1 hour. Appraised and mobilised funds for an American film project: ***A Far - Off Place***. Successfully handled Zimsun, Kadoma Consolidated Industries (KCI), Zimbabwe Spinners and Weavers and other flotations, rights and debenture issues.

### **INTERNATIONAL DEVELOPEMENTAL COURSES ATTENDED**

- International Conference on External Factors and Microfinance in Africa: Major Stakes and Challenges – Kampala, Uganda. May 5 – 8, 2008 (*CTA & MAIN*)
- International Conference on Rural Finance Research: Moving Results into Policies and Practice – FAO Headquarters, Rome, Italy 19<sup>th</sup> – 21<sup>st</sup> March 2007 (*FAO, IFAD, FORD Foundation, CTA & AFRACA*)
- The Role of Women in the Development of Microfinance in Africa – Nairobi, Kenya 18<sup>th</sup> – 29<sup>th</sup> September 2006. (*CTA & AFRACA*)
- Fundamentals of Structured Finance – Tunis, Tunisia 24<sup>th</sup> – 25<sup>th</sup> March 2003 (*African Export – Import Bank*)

- Southern African Development Community (SADC) Regional Workshop on Investment – Johannesburg, RSA – 28<sup>th</sup> – 29<sup>th</sup> July 2003 (*SADC, Directorate for Trade Industry, Finance and Investment*)

### **HONORARY POSITIONS HELD**

- Agribank HIV/AIDS Committee Chairman (*2006 to Nov. 2009*)
- Chaired the Agribank Loans Credit Committee
- Member of Council & Chairman of Finance Committee for the Women’s University of Africa (*2004 to date*)
- Non-Executive Director - Tobacco Industry and Marketing Board (April 2007 – To Date)
- Non-Executive Director – Zimbabwe Electricity Distribution & Transmission Company (Oct 2008 – May 2009)
- Non – executive Director – Farm Plenty Plus (Private) Limited (*2006 to date*)
- Trustee & Founder of My Father’s House Revival Trust [Charitable Organisation] (*2004 to date*)
- Finance Committee Chairman of AFM Church, Harare West Provincial Ladies Union (*2002 to 2008*)
- Trustee – Women Micro Enterprise Development Trust (*2009 – to date*)
- Chaired the Board of Trustees for Genesis Bank Group Pension Fund (*2000 – 2002*)

### **REFEREES**

<p>1. Dr. Charity Dhliwayo Deputy Governor-Reserve Bank of Zimbabwe 80 Samora Machel Avenue, P.O. Box 1283, Harare <b>Zimbabwe</b> <a href="mailto:cdhliwayo@rbz.co.zw">cdhliwayo@rbz.co.zw</a> <b>Tel:</b> 263 4 703138 / 702790 <b>Mobile:</b> 263 11 800572</p>	<p>2. Dr. K. J. Moyana (<i>Former Boss</i>) Olympia Farm P.O. Box HG 273 Highlands, Harare <b>Zimbabwe</b> <b>Tel:</b> 263 4 301804 <b>Mobile:</b> 263 91 2600 004 E-mail: <a href="mailto:drkmoyana@gmail.co.zw">drkmoyana@gmail.co.zw</a></p>
<p>3. Dr. Rufaro Madakadze Program Officer Education for African Crop Improvement Alliance for a Green Revolution in Africa P O Box 66773 Westlands, 00800 Nairobi, Kenya : E-mail: <a href="mailto:rmadakadze@yahoo.co.uk">rmadakadze@yahoo.co.uk</a> <b>Tel:</b> 254 20 3750 627 Direct +25420 3675 245 <b>Fax:</b> 254 20 3750 653 Mobile +254 71 185 9438</p>	