

**EMBASSY OF THE
TO THE UNITED STATES**



**REPUBLIC OF ZIMBABWE
OF AMERICA**

JOB VACANCY NOTICE

The Embassy of the Republic of Zimbabwe to the United States of America invites qualified, competent, and motivated individuals to apply for the following position at the Embassy's Chancery in Washington D.C.:

AVAILABLE POSITION

Cleaner/Gardener

KEY RESPONSIBILITIES

- To ensure that the floors, walls, windows, doors, ablution facilities, and furniture items at the Chancery are always kept hygienically clean.
- To ensure that all kitchen utensils, machinery, electrical appliances are used with due care to avoid negligent loss or damage.
- To prepare and serve refreshments in the Chancery boardroom.
- To collect mail from the Out-trays of the Embassy staff and distribute as directed by the officers in liaison with the Ambassador's Personal Assistant.
- To carry out errands which are within walking distance from the Chancery.
- To carry out any other duties assigned by the management.

MINIMUM REQUIREMENTS

- Cleaning, yardwork, and handyman skills
- Verifiable work experience
- High standards of integrity and professionalism
- Ability to work in a multicultural environment
- Authorized to work in the United States

HOW TO APPLY

Interested candidates should submit:

- Application letter
- Detailed Curriculum Vitae (CV)
- Certified copies of academic and professional qualifications

REMUNERATION & BENEFITS

- Will be disclosed to shortlisted candidates

Applications should be sent to:
general@zimembassydc.org

CLOSING DATE: 18 February 2026

Issued by the Embassy of the Republic of Zimbabwe to the USA