

Botswana Unified Revenue Service (BURS) is a semi-autonomous revenue administration responsible for tax assessment and collection on behalf of the Government of Botswana, taking measures to counteract tax evasion and improve taxpayer service. BURS' mission is to enable the fair payment of taxes, facilitate trade and enhance border security and safety for the socio-economic growth of Botswana.

BURS hereby invites suitably qualified, experienced and highly motivated professionals to apply for the following senior leadership positions:

COMMISSIONER, DOMESTIC TAXES

THE JOB

To provide strategic leadership for domestic tax policy, legislation, technical interpretation and administration, ensuring effective revenue optimisation, voluntary compliance and consistent application of tax laws.

THE PERSON

- Degree in Tax, Business Administration, Economics, Finance, Accounting, Law, or full membership of an internationally recognised professional accounting institute such as ACCA, CIMA, CA or equivalent.
- Relevant post-graduate qualification will be an added advantage.
- Minimum 10 years' relevant post-qualification experience, of which at least 2 years should have been at senior management level.
- Strong strategic leadership, stakeholder engagement, tax policy, legislative interpretation and revenue administration capability.

DIRECTOR, HUMAN RESOURCES

THE JOB

To lead the development and implementation of HR strategies, policies and services that enable BURS to attract, develop, retain and motivate a productive workforce, while promoting sound employee relations and organisational effectiveness.

THE PERSON

- Bachelor's Degree in Human Resource Management or related qualification.
- Master's Degree and membership of an appropriate professional HR institute will be an added advantage.
- Minimum 10 years' relevant post-Bachelor's Degree experience in Human Resources management, of which at least 2 years should have been at General Manager level or equivalent in a major organisation.
- Detailed hands-on experience in Botswana labour laws, employment practices, employee relations, talent management and organisational development is required.

DIRECTOR, SMALL AND MEDIUM TAXPAYERS

THE JOB

To provide strategic leadership in revenue maximisation, compliance, enforcement and taxpayer service for small and medium taxpayers and customs clients, in line with robust legislation and international standards, in support of BURS' tax, customs, border management and trade facilitation mandate.

THE PERSON

- Bachelor's Degree in Business Administration, Taxation, Accounting, Customs, Economics, Statistics, Commerce, Audit, Law, Information Technology or related area.
- Membership of an internationally recognised professional accounting institute such as ACCA or CIMA will be an added advantage.
- Minimum 10 years' relevant post-Bachelor's Degree experience in accounting, audit, legal or tax/customs administration, of which at least 2 years should have been at General Manager level or equivalent.
- Experience within a Revenue Service or Tax/Customs administration environment will be an added advantage.

DIRECTOR, INFORMATION TECHNOLOGY

THE JOB

To provide strategic leadership, governance and oversight of BURS' ICT function, ensuring secure, efficient and innovative technology solutions that support revenue collection, trade facilitation, border security and service delivery.

THE PERSON

- Degree in Computer Science, Information Systems or a relevant discipline.
- Relevant Master's Degree will be an added advantage.
- Minimum 10 years' relevant post-qualification experience, of which at least 2 years should have been at General Manager level or equivalent in a major organisation involved in data management and processing.
- Strong ICT governance, systems integration, cybersecurity, digital transformation, project leadership and vendor management experience.

DIRECTOR, LARGE TAXPAYER UNIT

THE JOB

To lead the development and implementation of strategies that maximise revenue from large taxpayers through effective taxpayer services, audits, investigations, debt management, risk profiling and compliance interventions.

THE PERSON

- Degree in Accounting, Economics, Law, Commerce, Audit or related field.
- Membership of an internationally recognised professional accounting institute such as ACCA or CIMA will be an added advantage.
- Minimum 10 years' relevant post-qualification experience in accounting, audit, legal or tax administration, of which at least 2 years should have been at General Manager level.
- Strong experience in large taxpayer compliance, audit, tax administration, risk profiling, stakeholder engagement and management of complex tax matters.

To apply in confidence, please visit www.peopleconnections.co.bw. Applicants should ensure they register first before applying. They must then select the role, apply and submit a detailed Curriculum Vitae, providing contacts of at least three (3) referees, plus Certified Academic Certificates. **Application documents should be in pdf format and merged into one document.**

Closing Date: 24 June 2026