



ECOWAS Bank for Investment and Development (EBID), based in Lomé, Togolese Republic, is seeking to recruit a qualified person, who is citizen of the Community, to fill the following vacancy in the Professional Staff category.

Position	Main duties and Responsibilities	Required Qualification, Experience and Skills
<p>Financial Analyst and Project Evaluation Officer</p> <p>(Grade P3)</p>	<p><u>Job summary</u></p> <p>The Financial Analyst and Project Evaluation Officer is primarily responsible for the identification, preparation, implementation, and monitoring of projects in an assigned sector/subsector, usually contributing to the Action Program for that sector/subsector in the ECOWAS region. The role includes detailed project analysis, appraisal, loan agreement negotiation, project setup and monitoring, and ensuring compliance with the Bank's procedures and prerequisites. This position reports to the Director of Public Sector Operation of the Bank.</p> <p><u>Duties</u></p> <p><u>Duty 1: Project Identification and Preparation</u></p> <ul style="list-style-type: none"> • Conduct preliminary review and in-depth analysis of potential projects in in an assigned sector or subsector. • Prepare and present preliminary examination and in-depth analysis reports to the relevant decision-making bodies 	<ul style="list-style-type: none"> • Master's degree or equivalent in Financial Engineering, Business Administration, Finance, Accounting, or a related field. • Minimum of 7 years of professional experience in financial analysis, modelling, and performance analysis. • Practical experience with statistical analyses and statistical software packages. • Prior experience in a comparable role within an international financial institution or development bank. ▪ Good knowledge of Financing Arrangements and Structured Finance; ▪ Strong knowledge of Project Appraisal (Preparation, Appraisal), Monitoring and Supervision (Data Collection and Analysis) and Procurement procedures;

- Analyze financial statements and other financial data to assess project performance and sustainability.

Duty 2: Project Appraisal and Loan Agreement Negotiation

- Perform financial and economic evaluations of projects.
- Evaluate economic conditions and trends to inform project feasibility and investment decisions
- Develop an evaluation report for the sanctioning committees.
- Prepare for and participate in negotiations of loan terms and conditions.
- Support the development and implementation of risk management policies and procedures.

Duty 3: Funding Setup

- Prepare and coordinate activities leading to the signing of loan agreements.
- Monitor the satisfaction of prerequisites for loan disbursements.
- Ensure compliance with the acquisition procedure for goods, services, and works by project promoters.
- Track and analyze the performance of the department's investment portfolio

Duty 4: Project Implementation and Monitoring

- Scrutinize and monitor disbursement requests.
- Carry out project start-up, supervision, and completion missions.
- Prepare periodic progress reports on projects, highlighting their financial status.

- Good knowledge of Economic and Financial Appraisal, Risk Analysis and Mitigation for projects in various sectors of activity;
- Mastery of financial analysis (accounting analysis of past financial statements, comparative trend and sector analysis by ratios, etc.);
- Mastery of financial modelling (Financial analysis forecasting with sensitivity tests);
- Excellent writing and presentation skills;
- Ability to work in a team in a multicultural environment and to maintain good relations with other staff members;
- Analytical, review, organizational skills and ability to work under pressure;
- Good physical condition enabling participation in field missions;

	<ul style="list-style-type: none"> • Identify potential risks and provide recommendations for risk management. • Present financial findings and insights to senior management and other stakeholders in a clear and concise manner. <p><u>Other duties:</u></p> <ul style="list-style-type: none"> ▪ Assist in developing and implementing investment policies for sustainable sectors, production, and employment generation. ▪ Contribute to the development and implementation of funding instruments relevant to the needs of subsector through credit line facilities. ▪ Support the operations team with financial planning, analysis, and decision-making. ▪ Develop and maintain financial models to support operational planning and project evaluation. ▪ Assist in the development and implementation of operational policies and procedures to improve efficiency and effectiveness. ▪ Perform any other task assigned by the hierarchy. 	
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❖ **OTHER REQUIREMENTS**

- Be a national of one of the ECOWAS Member States;
- Have sound knowledge of computer tools (Word, Excel, Access and Power Point);
- Fluent in French and/or English and/or Portuguese, and proficient in one of the other two languages.

❖ **APPLICATION MUST INCLUDE THE FOLLOWING:**

- A detailed curriculum vitae;
- A cover letter;
- Copies of academic and professional certificates;
- A copy of national identity card or passport;
- A copy of birth certificate.

Interested candidates should submit by email, their applications to recrutbidc@bidc-ebid.org, no later than November 15, 2024, with the subject " **2024 RECRUITMENT PROGRAMME 2 - FINANCIAL ANALYST AND PROJECT EVALUATION OFFICER** ".

N.B.: Only shortlisted candidates will be invited for interview. EBID reserves the right to withdraw the notified vacancy or offer position at a lower grade. Female applications are strongly encouraged.