

REQUEST FOR EXPRESSIONS OF INTEREST FOR ONE INDIVIDUAL CONSULTANT

AFRICAN DEVELOPMENT BANK

01 BP 1387 Abidjan 01 Cote d'Ivoire

Headquarters - Avenue Joseph Anoma, Plateau Abidjan

Treasury Department- Front Office

Title of the assignment: Treasury Technical Expert – Individual Consultant for Treasury Department

Brief description of the Assignment: The Treasury Department is looking for a senior-level consultant with a multidisciplinary skill set covering fixed income, asset management, debt issuance, Environment Social and Governance (ESG) frameworks for borrowing and investing, risk management and audit. The selected candidate is expected to play an active role in the Treasury Department's project agenda and contribute to regular activities and assigned reviews.

Department issuing the request: Treasury Department

Place of assignment: Abidjan, Cote d'Ivoire

Duration of the assignment: Six months

Tentative Date of commencement: September 2023

Deadline for applications: 15th July 2023

Applications to be submitted to: Treasury Department at treasury.office@afdb.org

Any questions and requests for clarifications may be sent to: treasury.office@afdb.org and c.tano@afdb.org

Terms of Reference: please see Annex 1.

Establishment of the Shortlist: A shortlist of up to six individual consultants will be established at the end of the period set for interested consultants to respond to the Expressions of Interest (EIO). Applicants' submissions will be assessed based on the following criteria:

- General qualifications and suitability for the assignment (20%)
- Relevant professional experience related to the assignment (50%)
- Experience with multilateral development banks, international development agencies, Central Banks and/or top tier asset management entities and commercial banks (20%)
- Language capabilities (5%)
- Professional certification in finance (5%)

Please attach updated Curriculum Vitae on the basis of the template provided in Annex 2.

Annex 1

Terms of Reference for the recruitment of a Consultant in Treasury Department

1. Introduction / Background

The African Development Bank (“AfDB”) is a regional multilateral development bank whose shareholders include the 54 countries in Africa and 27 non-African countries from the Americas, Asia and Europe. The Bank was established in 1964 with its headquarters in Abidjan Cote d’Ivoire. The Bank’s primary objective is to promote the economic development and social progress of its regional member countries, individually and jointly. The central goal of the Bank’s activities is promoting sustainable growth and reducing poverty in Africa. The Bank thus finances a broad range of development projects and programs.

The AfDB provides financial assistance to its member countries using resources primarily raised in the capital markets. The Treasury Department is responsible for raising funds from capital markets, managing and investing the Bank’s liquidity and shareholders’ funds, processing and settling all financial transactions and managing the institution’s banking relationships. The Bank is rated triple A by the major rating agencies. The Bank’s high credit rating is underpinned by conservative prudential financial policies such as maintaining substantial holdings of liquid assets.

2. Objectives of the Assignment

The Treasury Department is looking for a senior-level consultant that will be responsible for a series of assignments related to the development and implementation of strategic projects, such as hybrid capital, alternative fund raising initiatives, ESG related funding and investing, portfolio management system, master fund and reengineering of the Department’s processes.

The consultant will work under the guidance of the Director of Treasury Department to ensure timely implementation of projects, policies reviews and coordinate activities of the Department with other entities of the Bank Group.

3. Main activities and deliverables

Primary responsibilities will include the following activities:

1. Provide strategic input, advice and contribute to the Department’s strategic projects;
2. Coordinate the Treasury Department’s contribution(s) to the formulation / review and implementation of the Bank Group strategic plans and activities;
3. Lead capacity development activities in multiple areas including subordinated debt issuance, ESG integration (advice on ESG rating, issuance, structuring, cost effective arbitrage, communication, investing framework), Local currency funding, Benchmark assessment and Assets and Liabilities management;
4. Provide financial solutions and analysis to address complicated issues on hedging, liquidity portfolio investment, and interest rate risk management;

5. Advise on development and updates related to best practices in terms of policies, guidelines and procedures;
6. Work closely with teams on the implementation of IT solutions, ensuring the systems are configured to meet the needs of the treasury functions;
7. Draft and/or review notes and analytical reports;
8. Ensures technical reviews and analysis on finance related matters;
9. Provide technical support during meetings with internal and external parties, taking minutes and preparing summary notes to facilitate follow up and implementation of decisions;
10. Provide innovative, creative and strategic thinking to help formulate appropriate actions and or strategies to influence, persuade or support Senior Management;
11. Provide comments on papers, notes or Board documents;
12. Cultivate collaborative relationships with the Division Managers as well as Treasury Officers within the Department;
13. Undertake other assignments as needed or assigned.

4. Administration/reporting

The consultant will report to the direct supervisors on the various assigned deliverables and to the Director of the Treasury Department

5. Duration of the assignment

The estimated duration of services is 6 months, potentially renewable.

6. Qualifications and Experience required

The consultant should possess strong quantitative and analytical skills, have a solid academic and practical understanding of finance and treasury activities, and should be committed to the social and economic development of countries in Africa.

Eligibility criteria for the recruitment are:

- Be a national of one of the member countries of the Bank;
- At least a master's degree(s) in a relevant field of study, such as economic, finance, quantitative finance, financial mathematics or financial engineering;
- Professional certification such as CFA (Chartered Financial Analyst), FRM (Financial Risk Manager), PRM (Professional Risk Manager) is a plus;
- Ten years of relevant professional experience, preferably with responsibilities in the area of investment management or international debt capital markets;
- Substantial knowledge and experience across a wide array of business, policy and operational topics associated with financial instruments, portfolio management, financial risk hedging, credit rating methodologies, financial risk

management, hedging, , , as well as a strong understanding of front, middle, and back office aspects of a well-functioning Treasury Department;

- Strong working knowledge of ESG rating and sustainable debt markets;
- Good knowledge of Multilateral Development Banks' role, challenges and opportunities;
- Proven ability to manage multiple tasks and lead multiple projects simultaneously and concurrently;
- Ability to work under strong pressure;
- Excellent and proven writing skills in English and/ or French, as well as the verbal skills to communicate complex and technical issues in simple terms;
- High degree of self-motivation, a positive attitude, and the ability to lead and collaborate in a team-based, multi-cultural work environment;
- Professional experience with multilateral development banks, international development agencies, Central Banks and/or top tier asset management entities and commercial banks;
- Work with integrity and abide to the highest ethical standards;
- Competent in the use of Bank's standard software (Word, Excel, Access, PowerPoint, and web tools) and Treasury systems.

7. Principal location of the Consultancy

The position will be based in Abidjan. However, based on the global impact of COVID-19 on work environments, working remotely can be considered and will be discussed in the later stages of the hiring process.

8. Remuneration

The consultant will be paid a competitive monthly rate in accordance with the Bank's procurement guidelines.

Please attach an updated Curriculum vitae on the basis of the template attached.

Qualified experienced Individual Consultants should indicate their interest in providing the above-described services. Interested eligible individual consultants should provide information on their qualifications and experience demonstrating their ability to undertake this assignment (CV, documentation, references for similar services, experience in comparable assignments, etc.).

The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's Rules and Procedure for the Use of Corporate Consultants. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

Annex 2

Title of the Assignment: Treasury Technical Expert

Department: Treasury Department

Surname:

First Name:

Birth Date:

Nationality:

Address:

Country:

Telephone:

E-mail:

Are any of your family members (spouse/partner, father/mother, Brother/sister, Son/daughter, etc.° employed in the African Development Bank?			Yes <input type="checkbox"/> No <input type="checkbox"/> If « Yes », the following data must be provided
Name	Relationship	Organisation Unit	Place of Assignment

Language Level	Read	Written	Spoken
English	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
French	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Other (specify)	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent

Key Qualifications:

Please provide (i) a summary of your experience and training highlighting the most relevant for the proposed assignment, and (ii) the responsibilities which you exercised. Utilise one half-page maximum.

Education (University Level and above only):

Name of University - City - Country	Period		Diploma Obtained	Main Topic / Major
	From	To		

Professional Training:

Name of Training Institution- City - Country	Type of Training	Period		Certificates or Diploma Obtained
		From	From	

Employment Record:

Begin with your most recent employment. For each job since your master's degree achievement, please indicate:

- Name of the Employer
- Type of Activity/Business of the Employer
- Title / Function
- Place of Employment
- Brief Description (three lines maximum) of main accomplishments and responsibilities

Reference:

Please indicate the name and address of three persons with no family relationship with yourself, familiar with your character and titles.

I hereby certify that the responses which I provided above are all, to the best of my knowledge, true, complete and accurate. I acknowledge that an inaccurate statement or essential omission in a personal declaration or another document required by the African Development Bank might result in the rejection of my application, termination of my Contract or any other administrative sanction by the Bank. The African Development Bank may verify any statements which I made in this application.

Date: _____

Signature: