

REQUEST FOR EXPRESSIONS OF INTEREST FOR A JUNIOR CONSULTANT

AFRICAN DEVELOPMENT BANK

Avenue Joseph Anoma, 01 B.P. 1387, Abidjan, CÔTE d'IVOIRE

Financial Risk Management Department (FIFM1)

E-mail: S.ABANKWA@AFDB.ORG; M.MEZIOU@AFDB.ORG;
R.WANGECHI@AFDB.ORG;

Telephone: (+225) 27 20 26 46 69/ (+225) 27 20 26 18 39/(+225) 27 20 26 17 85

Brief description of the Assignment: Provide analytical and financial modelling support to the Asset and Liability Management Division

Department issuing the request: Financial Management Department

Place of assignment: Abidjan, Cote d'Ivoire

Duration of the assignment: 6 months

Relevant experience: 2-4 years

Tentative Date of commencement: **17 July 2023**

Detailed Terms of reference for the assignment: Attached

Deadline for applications: 15 June 2023

Applications to be submitted to: **s.abankwa@afdb.org** with a copy to **m.meziou@afdb.org** and **r.wangechi@afdb.org**

Any questions and requests for clarifications may be sent to: **s.abankwa@afdb.org** with a copy to m.meziou@afdb.org and r.wangechi@afdb.org.

Please submit your proposal including Curriculum Vitae on the basis of the template attached.

Thank you.

MODEL CURRICULUM VITAE (CV)

Title of the Assignment:

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	Organization 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. Utilize 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 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 :

ESTABLISHMENT OF THE SHORT LIST

A shortlist of three to six Individual Consultants will be established at the end of the period set by the Bank for receiving Expressions of Interest. The Individual Consultants on the shortlist will be judged on the following criteria, based on the information provided in their resume.

- Level of education in general 20%
- Educational level compared to the field of mission 20%
- Years of experience in general 20%
- Number of years of experience relevant to the mission 40%

TERMS OF REFERENCE FOR THE HIRING OF A JUNIOR CONSULTANT TO SUPPORT THE ASSET AND LIABILITY MANAGEMENT DIVISION OF THE AFRICAN DEVELOPMENT BANK GROUP

1. Introduction

The African Development Bank is a regional multilateral development finance institution whose shareholders include the 54 regional member countries and 27 non-regional shareholders from the Americas, Asia and Europe. The Bank was established in 1964 with its headquarters in Abidjan, Côte 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 Bank is rated triple A by the major rating agencies.

2. Background

The Asset and Liability Management Division (FIFM1) is responsible for the formulation and promulgation of asset and liability management policies and guidelines for the Bank Group, ensuring internal consistency of all financial policies and guidelines including those initiated and developed by the other departments in the Finance Complex, and monitoring and reporting on compliance thereof. The division's primary focus is the management of financial risks associated with the Bank Group's capital mobilization, borrowing, lending, and investment activities. The division takes the lead in developing and implementing models for producing financial projections and for proposing measures to ensure satisfactory financial performance for the Bank Group.

3. Duties and Scope of Work

The Financial Management Department is looking for a Junior Consultant who will be responsible for assisting in a series of key assignments. The consultant will work under the guidance of the Manager of the Asset and Liability Management Division and assigned supervisors.

The consultant will need to understand the AfDB Group, its strategy, achievements and how the Financial Management department facilitates the Bank Group's mission. He/she should have knowledge of the Risk management tools employed by the Bank Group and other peer institutions.

The incumbent will assist and contribute to financial modelling and asset and liability management analysis. This role will involve:

- Review and back testing of existing financial models;
- Propose enhancements, optimization and upgrades, where appropriate;

- Evaluate the impact of various proposals on the financial position of the entities that compose the Bank Group, doing so by conducting financial analysis, developing financial models, performing scenario analysis and assessing/presenting various outputs/options for discussion with Management;
- Play an integral role in helping the division produce and deliver key ALM reports (interest rate risk, currency risk, debt allocation, liquidity risk and financial projections) and ensuring that the computations required are performed in alignment with existing guidelines and policies;
- Contribute to the elaboration of the key documents from the division;
- Any other task agreed with the Manager on an ad-hoc basis.

4. Requirements

The Junior Consultant should possess strong quantitative and analytical skills, be well versed in risk management and Asset and Liability Management techniques.

Eligibility criteria for the recruitment are:

- Minimum of a master's degree or its equivalent in Business Administration, Finance, Banking, Accounting, and Economics. Professional qualification in risk management will be a plus;
- Be a national of one of the member countries of the Bank;
- Be under 32 years of age;
- Good knowledge of Asset Liability Management, Interest Rate, Foreign Exchange and Liquidity risk and other key risk management concepts;
- Experience of forecasting Profit & Loss statements and Balance Sheet of a financial services / banking entity
- Competence in the use of Bank standard software, Ms Office (Word, Excel, Access and PowerPoint), data modelling and quantitative methods;
- Ability to communicate and write effectively in French and/or English, with a working knowledge of the other language;
- Good team worker with excellent analytical, problem solving, time management and communication skills both written and verbal.

5. Principal location of the Consultancy

The work will be carried out mostly onsite and the consultant is expected to be based in Abidjan, Cote d'Ivoire. 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.

6. Tentative Date of Commencement and Duration of the Consultancy

The tentative date of commencement of the assignment is **17th July 2023**.

The duration of the assignment is approximately **six (6) months** following the signature of this Contract.

7. Reporting Requirements

The Consultant will report to the direct supervisors on the various assigned deliverables in the Asset and Liability Management Division (FIFM1).