

## REQUEST FOR EXPRESSIONS OF INTEREST

### *“IT Consultant for Treasury IT systems and applications”*

**AFRICAN DEVELOPMENT BANK**

**01 BP 1387 Abidjan 01 Cote d’Ivoire**

Headquarters - Avenue Joseph Anoma, Plateau Abidjan

IT Department - TCIS

**Title of the assignment:** IT Consultant for Treasury IT systems and applications

**Brief description of the Assignment:** Support Treasury IT activities

**Department issuing the request:** IT Department

**Place of assignment:** Abidjan, Cote d’Ivoire

**Duration of the assignment:** Twelve months

**Tentative Date of commencement:** 10 April 2023

**Deadline for applications:** 17 March 2023

**Applications to be submitted to:** IT\_Recruitment\_Team [IT\\_Recruitment@AFDB.ORG](mailto:IT_Recruitment@AFDB.ORG)

**Any questions and requests for clarifications may be sent to:** IT\_Recruitment\_Team [IT\\_Recruitment@AFDB.ORG](mailto:IT_Recruitment@AFDB.ORG)

**Terms of Reference:** please see Annex 1 below.

**Establishment of the Shortlist:** A shortlist of three to six individual consultants will be established at the end the request of expressions of interest. The consultants on the shortlist will be judged on the following criteria on the basis of their updated resume.

- General qualification and suitability for the assignment (30%)
- Experience related to the assignment (40%)
- Experience with international development agencies or commercial banks (20%)
- Language capacity (5%)
- Experience in the region (5%)

Please attach updated Curriculum Vitae on the basis of the template below (Annex2)

# Annex 1

## Terms of Reference for the recruitment of a Consultant in IT 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 raised primarily in the capital markets. A key objective of the Treasury Department is to support the Bank’s development mandate by raising cost-effective resources from the capital markets. The Treasury Department strives to ensure timely access to the major capital markets for primary debt and takes all necessary measures to increase investor awareness of the Bank’s financial position in order to enhance its new issuance and secondary trading activities. The Bank is rated triple-A by the major rating agencies, which it relies on to raise funds cost-effectively from the capital markets. The Bank’s strong credit rating is underpinned by conservative and prudent financial policies, such as maintaining substantial levels of liquid assets.

A key objective of the AfDB’s IT Department is to maintain its position of a partner of choice for all the Bank’s departments and organisational units including the Treasury Operations Department. It supports their activities and provides them with the best possible quality of service to improve their productivity.

### **2. Objectives of the Assignment**

The AfDB’s IT Department is seeking a senior level consultant to support and deliver a range of tasks related to the Treasury IT systems and applications. The Consultant will work under the direction of the Manager of the Digital Business Solution (TCIS.1) and the Treasury Operations’ management team.

### **3. Main activities and deliverables**

The assignments are of the following nature:

- Maintain the SWIFT platform to ensure its secure and optimal functioning in order to avoid any operational risk that might otherwise arise. The AfDB is a key member of SWIFT (Society for Worldwide Interbank Financial telecommunication) and uses SWIFT applications and systems as its main global interbank telecommunication. These SWIFT applications and systems communicate with other financial systems

and applications, including SAP, SUMMIT, GTMatch to name a few, using secure channels deployed in SAP Process Orchestration platforms.

- Perform regular and timely mandatory updates of financial applications and systems to ensure security of data transmission and processing.
- Assist with annual review of SWIFT Message Syntax Table for Interbank Financial Telecommunication.
- Ensure that back-office applications and systems (SUMMIT, GTMatch and SAP) function smoothly following the changes to the SWIFT message syntax table.
- Share knowledge with teams working with back-office applications and systems (SUMMIT, GTMatch and SAP).
- Provide technical leadership and/or support for financial software upgrade projects.
- Prepare, conduct, and document technical testing sessions.
- Design and deliver end-user training and/or information sessions to empower end users impacted by changes in financial applications and systems, to better perform their day-to-day tasks.
- Design and implement new interfaces as needed for secure communication between financial applications and external systems.
- Orchestrate the automation of financial processes to reduce human error and increase the security of communications between financial applications and external systems.
- Consult and work with the Bank's IT Security team on security requirements to meet all regulatory and/or security requirements. In particular, apply the AfDB SWIFT security certificates regularly and on time.
- Liaise with other departments, such as Accounting, Human Resources, Benefits, Medical Centre, etc. to prepare for changes to financial applications and systems.

#### **4. Administration/reporting**

The consultant will report to the manager of the Digital Business Solutions Division and to the Treasury Management Team.

#### **5. Duration of the assignment**

The estimated duration of services is 06 months, renewable subject to satisfactory work.

#### **6. Qualifications and Experience required.**

The Consultant should possess strong knowledge in computer science and information technology.

Eligibility criteria for the recruitment are:

- Minimum of a Master's Degree in Computer science or in a related discipline;
- Minimum 7+ years of Programmer/ Analyst
- Good knowledge and experience on SWIFT applications and systems administration
- Good with Software Development Life Cycle (SDLC) skills application

- Knowledge and experience of the area of Swift in the Bank (AfDB) and other MDBs is a plus.
- 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.

## **7. Remuneration**

Remuneration of the consultant will be a function of the consultant's experience in accordance with procurement guidelines. Please attach an updated Curriculum vitae based on the template attached.

## Annex 2

Title of the Assignment:

Department:

Surname:

First Name:

Birth Date:

Nationality:

Address:

Country:

Telephone:

E-mail:

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

Language Level	Read	Written	Spoken
English	Fair Good Excellent	Fair Good Excellent	Fair Good Excellent
French	Fair Good Excellent	Fair Good Excellent	Fair Good Excellent
Other (specify)	Fair Good Excellent	Fair Good Excellent	Fair Good 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 <b>From</b> <b>To</b>	Diploma Obtained	Main Topic / Major

**Professional Training:**

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

**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: