

VACANCY ANNOUNCEMENT

BUSINESS DEVELOPMENT OFFICER

Position Description

Position title:	Business Development Officer
Reporting:	The Business development Officer reports functionally to the Region Head of WAMZ – West African Monetary Zone
Location	AGF offices in Lomé, Togo with frequent travel to Nigeria
<p>Background</p> <p>The African Guarantee Fund (AGF) is a Pan-African non-bank financial institution founded by the Ministry of Foreign Affairs on behalf of the Government of Denmark through the Danish International Development Agency (DANIDA), Ministry of Foreign Affairs and Cooperation on behalf of the Government of Spain through the Spanish Agency for International Development Cooperation (AECID) and the African Development Bank (AfDB) in 2011. AGF has since been joined by the Agence Française de Développement (AFD), the Nordic Development Fund (NDF), Investment Fund for Developing Countries (IFU) and KfW.</p> <p>AGF's primary mandate is to assist financial institutions (FIs) in Africa to scale up their SME financing through the provision of partial loan guarantees and capacity development assistance. It seeks to bridge the financing gap across the continent for SMEs. AGF products and services provide FIs with the means, which they can leverage in bringing their African SME financing interventions to the required scale.</p> <p>AGF contributes to the promotion of economic development, vital for prosperity, stability and poverty reduction in Africa through two lines of activity:</p> <ul style="list-style-type: none"> - Provision of a mix of financial guarantees and other products, which reduce the risks sustained by FIs when lending to SMEs that have insufficient collateral. These guarantees contribute to reduce the inability of SMEs to provide acceptable guarantees required by FIs prior to lending. - Support for capacity development of the partner FIs to enhance their capacity to appropriately assess loan requests from SMEs and to mitigate risks associated with the guarantee. <p>AGF operates according to market principles and is a commercially viable venture with operations in 40 countries in Africa and is gradually expanding to other countries to cover the whole of Africa.</p>	

AGF West Africa is a subsidiary of the African Guarantee Fund Group and oversees the Group's operations in the West African region.

AGF is rated 'AA-' by the globally renowned Fitch Ratings Agency.

Position Summary

The position focuses on implementation of business development strategies and plans to meet the department's revenue targets in West Africa, specifically Nigeria.

Major duties and Responsibilities

Business Development

- Assist the Region Head to manage the Guarantee process cycle right from Lead Generation, Credit appraisal which include credit / risk rating of the Country, Transaction, Lender and borrower on the basis of business & financial analysis, due diligence and site visits;
- Conducted full credit reviews of financial institutions and corporations;
- Prepare guarantee requests for presentation for approval by the relevant approval bodies;
- Identify and develop new business proposals to meet the department's volumes of Guarantees issued, revenue targets and social impacts;
- Use multiple prospecting methods to generate deals, set up sales meetings and pitch appropriate solution-offerings to prospects;
- Assist in developing and managing relationships with AGF partner lending institutions to meet their Institutions(PLI);
- Develop a Proactive Customer Relationship Management in order to support AGF's guarantee product(s) utilization by our PLIs;
- Monitor with the PLIs the submission to AGF, on the periodic reports in a timely manner;
- Monitor with the PLIs the payment of the fees invoices in due time.

In addition to the above duties, the Business Development Officer may be required to perform other related or unrelated duties based on the company's needs.

Desirable qualifications, knowledge skills and experiences

- Master's degree in Accounting, Banking, Finance, or Business Administration, CFA;
- A minimum of five (5) years of experience in a financial institution or in financial services;
- Excellent knowledge in Financial Analysis;
- Ability to compile and report results of activities;

- Demonstrated track record in business development and portfolio management with focus in consultative and solution-oriented sales and marketing approaches;
- Demonstrated experience as client-facing staff.
- Bilingual – Fluent in English and French a Must;
- Good knowledge of private equity environment;
- Experience and knowledge of banking/financial markets in West Africa, especially Nigeria;
- Additional eligibility critical competencies and desired characteristics;
- Ability to work both independently and with teams;
- Self-driven individual;
- Excellent IT skills;
- Ability to work in a professionally and culturally diverse setting;
- Willingness to travel;

Eligibility

The position is open to bilingual French and English speakers who are from any African country.

Terms of Offer

The African Guarantee Fund for Small and Medium-sized Enterprises (AGF) is an equal opportunity employer and offers a regionally competitive salary with an excellent benefits package. AGF prides itself on its collegial, supportive and gender sensitive working environment and believes that staff diversity promotes excellence.

Women candidates are strongly encouraged to apply.

Applications

Apply on email, sending one document, including a cover letter summarizing their relevance to this position, a full C.V. names and contact information of three referees knowledgeable about the candidate's professional qualifications and work experience to: recruitment@africanguaranteefund.com

"Application for Business Development Officer" should be clearly marked on the subject line of the email message.

Applications will be considered until **29th March 2023** or until the position is filled.

Only short-listed applicants meeting the above requirements will be contacted.

We invite you to learn more about us at: www.agf.africa