

AFRICAN DEVELOPMENT BANK
VACANCY NOTICE N° ADB/12/136

Position title : Chef Financial Statistician	Grade : PL-3	Position N° : 3114	Closing Date : 15th June 2012
---	------------------------	-----------------------	---

Department/Division: **Financial Control Department (FFCO)/Loan Accounting Division (FFCO.4)**

Supervisor's Name & Title :
Division Manager, FFCO.4

The objective of the loan accounting division is to formulate and enforce loan accounting, billing and recovery policies of the Bank Group. In addition the Division maintains the Bank Group's loan accounting records prepares and issues bills for loan repayments and follows up loan arrears procedures and disseminates loan related financial statistics. Lastly, it assists borrower in understanding the loan accounting, billing and collection procedure.

Duties and Responsibilities

Under the general supervision of the Division Manager FFCO.4, the incumbent will:

- Conceptualize, design and implement financial models, processes and other analytical methodologies to evaluate reasonableness of, conduct in-depth analysis on and report on the Bank Group loan/grant portfolio.
- Apply analytical tools to produce realistic and reliable long-term disbursement and loan income forecasts, sensitivity analyses and focused financial information. Information is used for Bank wide planning purposes.
- Formulate and evaluate financial policies and lending products as they relate to loan accounting, billing and collection.
- Formulate policies, strategies and guidelines in the area of loan accounting.
- Prepare various reports and documents for senior Management and the Board
- Carry out advanced analytical accounting and financial modeling using spreadsheets and the application of statistical theory.
- Develop methodologies and processes for assessing and analyzing risks embedded in the Bank's loan portfolio.
- Control, coordinate and verify significant production jobs such as statement of loan and grants; loan amortization schedules, procurement statistics, maturity structure and currency composition of outstanding loans.
- Prepare the department's contribution to the Annual Report and the annual Rating Agency Review booklet.
- Review the Business Processes and adapt them to loan accounting requirements.
- Conduct independent research and analyses on loan accounting issues, identify problems, propose solutions and make recommendations to Management.
- Coordinate and supervise system development, providing detailed system specifications, monitoring progress and testing completed product for accuracy.
- Participate in Asset liability Management Committee Deliberations and bank wide committees and inter departmental working groups on loan accounting and related issues.
- Execute other responsibilities as assigned.

Selection Criteria (including desirable skills, knowledge and experience):

- At least a Master's degree in a quantitative discipline (Economics/Econometrics, Statistics, Operations Research, Finance or Mathematics), or MBA with strong quantitative focus.
- Preferably a minimum of 7 years relevant experience.
- Excellent grasp of Financial Management concepts.
- Strong analytical skills. Ability to analyze raw data, draw conclusions, and develop actionable recommendations.
- Good working knowledge of SAP R/3, specifically in the area of FI or TR.
- Knowledge of or experience in the analysis of large data sets to find useful relationships.
- General knowledge of relation database technology.
- Extensive hands-on interaction with computer systems and analytical tools.

- Competence in the use of Bank standard software applications (word, Excel, Access and PowerPoint).
- Ability to communicate (write and speak) effectively in English and/or French, with a working knowledge of the other language.

Submitted by : Mr. Harold Akingabde-Taylor, Division Manager, CHRM.1

Date:

Approved by: Mrs. Gemina Archer-Davies, Director, CHRM

Date:

Only application who fully meet the Bank's requirements and are being considered for interview will be contacted. Applicants will only be considered if they submit a fully completed Personal History form (PHF) available from the Bank's web site and attach a comprehensive curriculum vitae (CV) showing date of birth and nationality and preferably submitted electronically to recruit@afdb.org. African Development Bank is an equal opportunities employer and female candidates are strongly encouraged to apply. The president, ADB reserves the right to appoint a candidate at one level below the advertised level of the post. <http://www.afdb.org>