Brief description of the Assignment: The African Development Bank is recruiting an Individual Consultant (local) for the task of supporting origination, structuring, and execution of private investment projects in Nigeria.

Department issuing the request: RDNG

Place of assignment: Abuja, Nigeria

Duration of the assignment: 6 months

Tentative Date of commencement: 15 December 2018

Deadline for applications: 05 December 2018

Applications or requests for clarification are to be submitted by email to RDNG Recruitment Mailbox (recruit_rdng@afdb.org).

DETAILED TERMS OF REFERENCE

I. **Background and Context**

The Nigeria Country Department (RDNG) is the Bank’s regional hub for Nigeria, responsible among other for (i) all aspects of ensuring efficient and effective portfolio management and successful project completion through timely execution, (ii) rigorous and measureable service delivery; and robust internal processes, (procurement, disbursement, legal, administrative) while maintaining vigilant and dynamic fiduciary, as well as operational safeguards); (iii) sourcing and origination of bankable projects in collaboration with stakeholders and the private sector, in support of impactful developmental objectives in the country in order to achieve Bank Group’s Business development objective.

As the Bank’s largest shareholder with an active portfolio of about US $4.4 billion and country operations, accounting for 13% of the Bank’s total portfolio, Nigeria is an important lending partner of the Bank. The Bank is committed to assisting the Federal Government of Nigeria improve the enabling environment for the development of the private sector including the development of essential physical infrastructure and supporting efficient and predictable legal, institutional, and regulatory frameworks. The Bank is also committed to scaling up its investments in the private sector in the country.
The Nigeria Country Department (RDNG) therefore seek the services of a Local individual Consultant to be based in Abuja, Nigeria for the task origination, and structuring, of private investment projects in Nigeria, in close collaboration and under the technical guidance and supervision of the relevant sector department based at the Bank’s Headquarters. Qualified women are encouraged to apply.

II. Scope Of The Assignment

The primary purpose of the assignment is to assist the Bank’s Nigeria Country Department (RDNG) in originating, structuring and execution of private investment projects in Nigeria.

Under the overall supervision and general guidance of the Senior Director, Nigeria Country Department (RDNG), the direct supervision relevant Sector Manager based at the Bank’s Headquarters, the Consultant will perform the following:

- Seek business opportunities and identify potential projects for Bank financing;
- Support due diligence of infrastructure projects;
- Participate in the planning and execution of promotions and missions including for project identification, fact-finding and appraisal in Nigeria.
- Participate in the preliminary evaluation of project proposals to assess their feasibility for financial assistance and/or technical support by the Bank.
- Support the preparation of project appraisal reports for presentation to the Department, the various review committees and finally to the Board of Directors.
- Participate in the due diligence and negotiation of financial documentation.
- Follow up on the development and implementation of the already identified projects.
- Perform any other duty assigned by the Country Operations/Sector Manager.

III. Selection Criteria

The Bank is looking for a proactive candidate who is committed and driven to deliver quality outputs. The key selection criteria for this position are:

a) A minimum of an MBA degree or Master’s degree in Finance.

b) At least eight (8) years’ experience in project and/or structured finance within a corporate and/or investment bank, transaction advisory firm, development finance institution, or well-known industry leader with a track record in the delivery of infrastructure projects, including in developing or emerging countries. Must have proven knowledge of and working experience in the private sector in Nigeria.

c) Must also possess the following skills at the minimum:
• Superior client relationship skills and capacity to deliver high quality work within deadlines;
• Experience with investment banks, multilateral and bilateral institutions;
• Cross cultural sensitivity;
• Working language: Excellent English speaking and writing skills;
• Communications, organization, research and report writing skills;
• Competence in the use of standard Microsoft Office applications (Word, Excel, Access, PowerPoint);
• Autonomy, drive and adaptability.

IV. Contract Duration and location of the assignment

The contract with the selected candidate will commence at the completion of the selection process, upon its signing and lasts for a period of six months renewable based on satisfactory performance. The duty station for the assignment is Abuja, Nigeria and may require missions outside Nigeria.

V. Remuneration

The proposed remuneration will be defined based on the candidate’s financial proposal in compliance with the Bank’s established remuneration scale considering requisite qualifications and experience.

VI. APPLICATION AND EVALUATION PROCESSES

Interested candidates are required to express their interest by submitting their CVs detailing their qualification and experiences to the email addresses provided above by 17:30 Hrs. GMT on Wednesday, 05 December 2018, and indicate “Individual Consultant Services – Investment Officer” in the subject.

The prospective consultants’ expression of interest will be evaluated based on the following criteria:

i. General qualification and suitability for the task to be performed 30%
ii. Experience in specific assignments described in the TOR 35%
iii. Experience with international organizations 10%
iv. Language Proficiency 15%
v. Knowledge of the Region, and Nigeria in particular 10%

Only consultants who will score more than 70% can be considered for the next step and be invited to submit financial proposals.