

Credit Guarantee and Investment Facility (CGIF), a trust fund of the Asian Development Bank (ADB), was established by the governments of 10 ASEAN countries and China, Japan and Korea (ASEAN+3), and by the ADB, as a key component of the Asian Bond Markets Initiative (ABMI) of the ADB and the ASEAN+3 cooperation. CGIF has been established to promote economic development and resilience of the financial markets, and to prevent disruptions to the international financial order by developing deep and liquid local currency and regional bond markets. The main function of CGIF is to provide credit enhancement to promote more issuances of local currency corporate bonds in ASEAN+3 countries.

TERMS OF REFERENCE **Investment Specialist (IS) - Guarantee Operations**

JOB PURPOSE

The Investment Specialist is an international staff to complement CGIF's team of guarantee processing professionals based in Manila, Philippines. The incumbent will act as the task manager capable of delivering individual and team-based achievements. The selected candidate will be offered internationally competitive salary and benefits including certain privileges and immunities.

EXPECTED OUTCOMES

The IS will report directly or indirectly to team leaders within the Deal Operations Department and will have, among others, the following responsibilities:

- Originate and structure new guaranteed bond transactions that will further develop the ASEAN local currency bond markets in line with CGIF's developmental mandate;
- Process new guarantee transactions - (i) evaluate potential bond issuers' merit of receiving a guarantee and secure approvals for transaction to proceed from concept stage; (ii) conduct comprehensive due diligence and negotiate with issuers and arrangers' acceptable structure and terms of the guarantee facility; (iii) prepare quality bond guarantee underwriting/credit proposals; (iv) articulate strong justifications to secure approvals from risk managers, management committees and the Board, and; (v) execute and close bond guarantee transactions;
- Oversee performance and monitoring of guaranteed companies/ projects as well as undertake any remedial actions needed for any non-compliance of covenants;
- Undertake the implementation and administration of guarantees to ensure full compliance with required guidelines, policies, and procedures, as well as agreed covenants and reporting requirements;
- Engaging risk managers to justify appropriate risk rating and risk-taking measures with respect to each proposal and to comply with portfolio management objectives with respect to exposure limits, diversification and/or concentration;
- Taking the role as task manager, where necessary, and supervising and coordinating the work of other task members and consultants;

- Establish synergies between their parent organization and CGIF through creating partnerships on deals and market development initiatives.
- Any other relevant duties that may be assigned based on business needs.

QUALIFICATION

Education Requirements:

A university degree in economics, finance, or related fields; preferably at post graduate level or its equivalent.

Relevant Experience and Skills:

- Suitability to undertake the responsibilities mentioned above independently with minimal supervision
- At least 5-10 years of relevant professional experience in the private finance sector, including hands-on experience in processing credit-related approvals and/or guarantees for group companies, large corporates and infrastructure projects
- Extensive network of contacts of stakeholders in the corporate/project financing sectors in the ASEAN region.
- A strong analytical mind to evaluate quantitative and qualitative credit risks and structuring credit terms is a prerequisite
- Good knowledge of International Financial Reporting Standards (IFRS) and/or US Generally Accepted Accounting Principles (GAAP)
- Excellent computing skills with sound knowledge and proficiency in the use of Word, Excel and Power Point
- Experience in large corporate/project financing or broad-based bond market or guarantee operations experience within the ASEAN+3 region (specifically from Vietnam and frontier countries - Cambodia, Laos and Myanmar)
- Flexible in working hours and ability to travel frequently
- Ability to negotiate with clients, investment banks, sponsors, reinsurers and co-investors
- Strong analytical and creative problem-solving skills is a prerequisite
- Excellent communication skills and ability to interact, at a senior and top level is a prerequisite
- Excellent command of written and spoken English is a prerequisite
- Strong preference for candidates who can also read and write well in Vietnamese

TECHNICAL COMPETENCIES

- Has advanced knowledge and international experience in credit and guarantee operations management
- Has ability to lead transaction assigned for more basic vanilla transactions with guidance from supervisor towards securing approval
- Has ability to oversee reviews of portfolio companies assigned

CORE COMPETENCIES

Achieving Results and Problem Solving

- Integrates specialized techniques, which are gained from past experiences, different projects, organizations and countries, to offer resolutions and achieve target goals
- Plans for current or immediate risks by developing contingencies and programs to address issues that may impact achievement of results
- Makes informed decisions and advise, to solve problems, based on available information

Personal Effectiveness

- Oversees department goals well and is able to set priorities according to department's workplan
- Fulfills commitments on time that contribute to meeting organizational goals
- Motivates staff to respond constructively to change

Collaboration and Teamwork

- Builds collaborative and cooperative relationships to achieve organization-wide goals
- Initiates/ anticipates assistance and support needed to provide to others to achieve departmental objectives
- Treats everyone with courtesy, respect; strives to be fair and consistent

Interested candidates are invited to submit their applications with a detailed curriculum vitae including nationality, present and expected salary, a recent photograph, a contact telephone number and an email address to Head of BPPMS at HRAdmin@cgif-abmi.org with the subject of the email listed as "Investment Specialist – Guarantee Operations" no later than 17 February 2023.

Only shortlisted candidates will receive notification on the next stage of evaluation.