

GUARANTCO MANAGEMENT COMPANY LIMITED JOB DESCRIPTION

Job Title:	Investment Analyst		
Reports to:	Senior Investment Officer		
Name:	TBA	Department:	Origination/Portfolio Management
Location:	London	No. of employees who report to job holder:	None

OUTLINE

GuarantCo Management Company Limited (“GMC”) provides management, advisory and support services to GuarantCo Limited (“GuarantCo”). GuarantCo was established to help address and overcome existing constraints in the supply of local financing to infrastructure projects in frontier markets, and to help the development of local financial markets. GuarantCo is part of the Private Infrastructure Development Group (“PIDG”) and sponsored by various OECD governments (Australia, the Netherlands, Sweden, Switzerland and the UK). To learn more about GuarantCo and PIDG, please visit www.guarantco.com and www.pidg.org.

As part of its growth, GuarantCo is recruiting an Investment Analyst to be based in London. A newly created role, this is an exciting opportunity that offers excellent international exposure and developmental opportunities.

JOB DESCRIPTION / PURPOSE

- The Investment Analyst will support both the Origination and Portfolio Management functions.
- As part of the Origination function, the Analyst will support the Investment team and other team members globally in steering deals from identification to close.
- As part of the Portfolio Management function, the Analyst will take over management of transactions after deal closure and will be responsible for monitoring thereafter.

MAIN RESPONSIBILITIES

Origination:

- Conduct due diligence and credit analysis for new deals, including financial modelling, leading to the drafting and presentation of new business and final credit proposals to the GuarantCo New Business Committee, Credit Committee and Board.
- Manage due diligence tasks including appointing and liaising with independent advisors.
- Critically review project documentation to ensure that GuarantCo’s position is appropriately protected.
- Travel to frontier markets in Africa, South and Southeast Asia for up to 25% of the time and up to 2 weeks at a time.

Portfolio:

- Take responsibility for administering and monitoring transaction performance. This will include regular reviews of financial and operational performance, covenant compliance, sector and country reviews, managing fee payments etc.
- Prepare update notes and waiver request proposals, when necessary, to be sent to Credit Committee.
- Proactively provide feedback to Portfolio Managers and GMC management on any potential problems arising.
- Prepare quarterly reports on existing assets, credit risk rate assets in GuarantCo’s portfolio using the in-house rating model and make recommendations for provisioning of stressed assets.
- Classify assets in ‘Watchlist’ and ‘Early Warning List’ when necessary and make recommendations to upgrade or downgrade these assets in a manner that appropriately reflects associated risks.
- Liaise with lenders and other risk participants to restructure stressed assets if necessary, while ensuring that GuarantCo’s interests are protected.
- Continue to build on existing relationships with clients to help with monitoring of GuarantCo’s portfolio.

EXPERIENCE / KNOWLEDGE / SKILLS REQUIRED

Product and market:

- Ability to demonstrate understanding of lending and fixed income products
- Strong financial and modelling skills are essential
- Ability to demonstrate understanding of legal documentation relating to loans/bonds
- Familiarity of issues relating to corporate and project finance in African and/or Asian markets and general structured credit would be desirable
- Familiarity with guarantees and similar products from Export Credit Agencies, multilateral and bilateral development institutions, political risk insurance providers and monoline insurers, etc. would be desirable
- Fluency in oral and written English is essential
- Fluency in Vietnamese and/or French would be desirable

Interpersonal:

- Team player but able to work independently
- Strong networking and relationship building ability, including dealing with senior personnel in client businesses
- Ability to effectively manage relationships between internal and external stakeholders
- Strong verbal and written communication skills
- Ability to inspire

Personal:

- Motivated to work on projects in frontier markets
- Passion for development impact
- Self-starter, able to work without close supervision but able to recognise when he/she needs to collaborate
- Entrepreneurial but with a strong ethical foundation
- Resilience and persistence - not put off by setbacks
- Analytical ability
- Strong problem-solving skills and ability to think laterally

EXPERIENCE:

The ideal candidate will have worked in a major financial institution, development finance institution/multilateral agency, accountancy firm, financial advisory firm or corporation in a junior origination, transaction management or portfolio management capacity for at least 2 years, preferably including a focus on infrastructure and project finance.

He/she should be able to demonstrate an ability to effectively communicate with colleagues globally.

QUALIFICATIONS

Higher education degree from a top global university in relevant discipline.

Post-graduate degree in relevant discipline desirable but not essential.

TO APPLY

Please send a covering letter and CV to recruitment@Guarantco.com.

CLOSING DATE

3 March 2018.