

The European Development Finance Institutions Management Company (EDFI MC) is hiring a

Financial Analyst – Guarantees Officer

Who we are:

EDFI Management Company (EDFI MC) is an *EU-funded hub* to manage **innovative development finance solutions**.

EDFI MC operates on behalf of 15 European Development Finance Institutions (*DFIs*) to offer financial services to **sustainable development projects** led by the private sector in **emerging and developing economies**. EDFI MC's product portfolio includes investment solutions, co-financing vehicles, and risk-sharing instruments. All these financing instruments are designed to contribute to the *Sustainable Development Goals* and the *Paris Climate Agreement*. Concomitantly, EDFI MC works in close operational cooperation with relevant DFIs and the EU throughout the investment process.

EDFI Management Company is a *multicultural* organization with over 40 employees located in Brussels. The staff consists of specialized investment professionals, relying on the support of various departments.

For more information, visit www.edfimc.eu

Your mission:

The Guarantees Officer will play a key role in supporting the Co-financing and Guarantees Team to manage and report on several programmes that provide financial support to projects in developing countries and emerging markets (focus on Sub-Sahara Africa and EU Neighbourhood).

Key responsibilities:

- Contribute to the screening of project proposals to ensure coherence and compliance with the programmes managed by the team
- Actively monitor and report on a portfolio of projects supported by EDFI MC
- Organizing and analysing portfolio data
- Data collection and analysis, handling data enquiries
- Preparing briefing notes and project updates
- Substantiating financial transactions by auditing documents
- Securing financial information by managing online data rooms
- Issuing payment advice notes to investment partners
- Processing funding requests, change requests and waiver requests
- Monitor compliance with contractual agreements

Required skills and experience:

The ideal candidate for the offered position offers the following qualifications:

- Degree in Business Administration, Economics or Finance.
- 3 - 5 years of relevant work experience in accounting, auditing and/or banking – middle / back office
- At least 2 years of experience in a similar position of EU regulatory analysis, preferably in an EU institution, business association, representative office, consultancy etc.
- Meticulous, detail oriented and good with numbers

- Financial analysis / corporate finance skills / analytical skills (Strong with Excel)
- Team player, and efficient problem-solving capabilities
- Language: English (French and/or Dutch is an advantage)
- Reporting skills in English
- Service-minded, strong interpersonal and communications skills
- Interested in emerging and developing markets
- The Guarantee Officer will be based in Brussels
- Candidates must be in possession of a valid work permit for Belgium

What we offer:

- A dynamic and international environment in collaboration with passionate people
- An impactful work in direct contact with EDFI networks and stakeholders.
- A full-time employment contract with EDFI MC based in Brussels.
- Compensation in line with bilateral development finance institutions.

How to apply:

Send your CV and cover letter in English to Olivier Moyens through hr@edfimc.eu.
The cover letter shall clearly outline your motivation and availability.

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

The EDFI Management Company (EDFI MC) was established in 2016 on behalf of 15 European Development Finance Institutions (DFIs). Since 2021, EDFI MC is owned by nine EU pillar assessed DFIs and the EDFI Association in equal shares. EDFI MC delivers innovative development finance solutions that enable European DFIs, development banks and private sector investors to increase the scale and impact of their work. The company focuses on business models, technologies, and geographies where other investors have not been able to operate at the desired scale given their resources and investment criteria.