

# Search for Future Leaders in Infrastructure Financing



*BIFFL, a leading financier of infrastructure projects in Bangladesh, is looking for young and promising talents, dedicated to engineer growth of the country being a part of its meritorious and dynamic team of management.*

**Yes! That's you!**

**MTO/ Officer (Investment & Credit Risk Management) -5 posts**

**Academic Profile:**

Post-graduate/ 4-year integrated Honours degree in Banking/ Finance/ Accounting/ MBM/ MBA/ BBA from reputed public/ private universities.

**Required minimum CGPA:** 3.30 out of 4.00 for MTO and 3.00 out of 4.00 for Officer Position.

**Other Qualifications:**

- In addition to academic qualification, Candidate must have-
  - i) Excellent ability in speaking and writing in English and Bengali.
  - ii) Capable of multi-tasking with strong presentation skill.
  - iii) Excellent proficiency in computer literacy and communication.
- Selection Process:
  - i) Screening and short-listing of candidate who meet qualifying requirement.
  - ii) Candidate to appear in competitive written test
  - iii) Interview
  - iv) Final selection and offer

**Responsibilities for MTO/ Officer-Investment:**

- a) To identify prospective borrowers;
- b) To review the Borrower's application, purpose of the facility sought, business experience and nature of business;
- c) To visit prospective borrower's business and proposed mortgage property and prepare site visit report;
- d) To conduct project appraisal and prepare financial model;
- e) To prepare credit risk grading (CRG) and Spreadsheet analysis;
- f) To analyze credit worthiness of proposed and existing borrower; and
- g) To issue Sanction Advice and assist in the preparation of security documentations before disbursement of facility.

**Responsibilities for MTO/ Officer-Credit Risk Management:**

- a) Disbursement of sanctioned loan to the borrower after completion of proper documentation & other formalities;
- b) To monitor Credit, periodic visits to borrowers/ projects;
- c) To Prepare various periodic reports & statements/returns related to credit and send Bangladesh Bank as and when required/instructed; and
- d) To preserve documents/ records related to investment/credit.

**Age Limit:** 30 Years.

**Experience:** Fresh graduate.

**Compensation:**

**MTO:** Tk. 60,000 (Gross) per month plus other fringe benefits

**Officer:** Tk. 50,000 per month plus other fringe benefits

- Interested candidates who meet the above criteria are invited to send a full resume, a passport size photograph with a cover letter addressed to the Executive Director & CEO, BIFFL by 11 February 2016 through e-mail to [career@biffl.org.bd](mailto:career@biffl.org.bd) by mentioning the name of the position in subject line, or by post to BIFFL, 4, Anjuman Mufidul Islam Road, Kakrail, Dhaka-1000.
- Selection will be based purely on merit.
- BIFFL is an equal opportunity employer and strictly maintains non-smoking environment.
- Any kind of persuasion will be automatically disqualify candidature.
- BIFFL reserves the right to accept or reject any application without assigning any reason.



**Bangladesh Infrastructure Finance Fund Limited (BIFFL)**  
(A Company under the Ministry of Finance)