

AVP/ SPO (Investment Division)- 01 post

A) Experience Required:

AVP: Minimum 10 (ten) years of working experience in Bank/ NBFIs of which at least 03 (three) years in CRM/ CAD/ Structured finance Division as Senior Principal Officer (SPO) / similar post.

SPO: Minimum 8 (eight) years of working experience in Bank/ NBFIs of which at least 03 (three) years, in CRM/ CAD/ Structured Finance Division as Principal Officer (PO) / similar post.

B) Academic Profile: Post graduate/ 4-year integrated Honours degree in Banking/ Finance/ Accounting/ MBM/ MBA/ BBA from any reputed public/ private universities.

C) Responsibility:

- ❖ Ability to supervise and manage the potential large/ medium infrastructure financing activities of the Investment Division including but not limited to-
- ❖ Capacity to identify prospective borrowers;
- ❖ Review the Borrower's application, purpose of the facility sought, business experience and nature of business;
- ❖ Ability to conduct project appraisal and prepare financial model;
- ❖ To prepare credit risk grading (CRG) and Spreadsheet analysis;
- ❖ To analyze credit worthiness of proposed and existing borrower; and
- ❖ To issue Sanction Advice and assist in the preparation of security documentations before disbursement of facility.

D) Compensation:

Assistant Vice president (AVP) : Tk. 1,35,000 (Gross) per month plus other fringe benefits

Senior Principal Officer (SPO) : Tk.1, 10,000 (Gross) per month plus other fringe benefits

E) Other Qualifications:

- 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.

F) General Advice & Requirement for the applicant:

- 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 20 February 2016 through e-mail to jobs@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-1 000.
- 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 and only shortlisted candidates will be invited for next selection process.



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