



# IFC

**International  
Finance Corporation**  
World Bank Group

## BACKGROUND

The International Finance Corporation (IFC), a member of the World Bank Group, promotes sustainable private sector investments in developing economies to help reduce poverty and improve peoples' lives. The IFC is expanding the South Asia Enterprise Development Program to promote SME and Micro enterprise development in Sri Lanka and the Maldives. The facility has four key program components:

- Improving Access to Finance for MSMEs (A2F)
- Corporate Advice – to improve access to markets and competitiveness of MSMEs (CA)
- Business Enabling Environment – to create a more conducive business environment for MSMEs (BEE)
- Environment and Social Sustainability initiatives (ESS)

IFC has the following vacancy in its Colombo office:

## Operations Officer, IFC SEDF Sri Lanka & Maldives

The Operations Officer responsibility shall be to lead all three program components of the facility in accordance with agreed business, working and budget plans and maintain ongoing relationships with financial institutions, sector players, regulators relevant public sector institutions and donors. The successful candidate will have a dual reporting line to the IFC Regional Manager based in Colombo and the General Manager – IFC South Asia Advisory based in Delhi.

The Operations Officer will be responsible to:

- Provide leadership for business development and the design and implementation of programs and projects in A2F, CA, BEE and ESS components for Sri Lanka and Maldives. This shall include advisory services and capacity building programs for financial institutions, private corporate sector partners, MSMEs, Governmental agencies and other stakeholders involved in identified strategic sectors.
- Lead a small team of operational and support staff and consultants in the four program components. Review performance objectives and sign off on performance evaluations of all staff working on these programs.
- Help develop and maintain donor relations at the country/regional level and assist in the preparation of regular and ad-hoc reports to donors participate in annual donor oversight meetings to review progress and agree future strategy and work plans.
- Lead initiatives to solicit additional donor funds through internal and external sources for specific programs.
- Assist IFC SEDF achieve high level of program cost recovery and ensure effective control of program admin costs within accepted norms.
- Develop and deliver detailed work plans, budgets and output for the programs consistent with overall strategy, objectives, plans and budgets.
- Monitor and report on the outcome, impact and effectiveness of IFC SEDF activities and coordinate independent evaluations of activities where necessary.
- Work closely with IFC's Investment Departments to promote investment opportunities for IFC and integrate where appropriate AS programs with investments.
- Design, coordinate and monitor sub-contracts and consultancies.
- Ensure close and effective collaboration, knowledge sharing and coordination with IFC's other regional facilities, industry departments and programs, and
- Accept ad-hoc tasks assigned by the Regional Manager of IFC and General Manager – IFC South Asia Advisory.

## Selection Criteria:

- The candidate should have a Masters Degree in Finance, Economics or a related field in addition to professional and graduate level qualifications.
- A minimum of 10 years experience in the financial sector and/or in providing technical assistance in this sector with a good knowledge of financial markets, MSME sector and other key stakeholders.
- Strong project management skills, excellent interpersonal and communication skills are essential.

The successful candidate should be able to demonstrate:

- Leadership, people management and team building skills.
- Ability to manage and prioritize several, disparate tasks simultaneously with confidence and calm demeanor.
- Experience of working in a challenging multi-cultural/multi-ethnic environment and adaptability and sensitivity to local cultural, political and economic issues.
- Ability to represent IFC at various levels of Government and donor organizations.
- High level of written and oral presentation skills.

Potential and interested candidates for the above post are invited to send their application to [info-colombo@ifc.org](mailto:info-colombo@ifc.org) or post/courier them to the following address:

The Regional Manager, International Finance Corporation, 15<sup>th</sup> Floor – DHPL Building, 42, Navam Mawatha, Colombo 02.

The envelopes should be marked as "Operations Officer, IFC SEDF Sri Lanka & Maldives" to reach before June 22, 2009. All applications will be treated in the strictest confidence. Please include the names and contact details of two or more independent referees. Only applicants selected for interviews will be contacted.

**For Corporate information, please visit IFC's web site: [www.ifc.org](http://www.ifc.org)**

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- A registered student of ICASL, CIMA, ACCA, SCMA or qualified in AAT
- Fluent in written and spoken English
- Able to work with Microsoft Word and Excel
- Able to prioritize and manage multiple tasks

If interested, please forward a detailed CV, including names and contacts of two non-related referees to reach us within 2 weeks of this advertisement, stating the position applied for at the top left corner of the envelope to:

Manager - Human Resources  
SJMS Associates,  
Chartered Accountants,  
No. 02, Castle Lane,  
Colombo 04.

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#### Job description

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The General Manager

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