

VACANCY FOR:

SENIOR STRATEGY AND CLIENT COVERAGE ADVISOR

DEPARTMENT

New Product and Strategy

REPORTS TO:

Lead, Client Coverage and Strategy

JOB SUMMARY:

Support Strategy and Client Coverage activities, with deliverables including internal and external reports to Management and stakeholders.



RESPONSIBILITIES

- Support marketing efforts of Transactors via the preparation of marketing materials, presentations, and new business pitches while ensuring delivery with sound situations-based offerings, for both internal committee approvals and roll-out to the market.
- Travel within and outside of Lagos to keep a constant pulse of the market, meeting with stakeholders to identify and capture opportunities, including private and public sector clients, institutional investors (e.g. pension funds, insurance firms, investment funds, private equity), issuing houses, top professional service firms and legal counsel, rating agencies, etc. All meetings and travel must be approved by the Chief Executive Officer.

- Actively support fund raising efforts for bonds guaranteed by InfraCredit by engaging with institutional investors.
- Support stakeholder management and Knowledge Exchange through direct engagement with private debt providers, institutional investors, portfolio companies and regulators.
- Support other initiatives, including periodic reporting requirements to all stakeholders on pipeline deals, key initiatives, product and service offerings, financial performance, etc
- Actively support the development of new products and service offerings through the preparation of product papers for internal committee approvals on the back of the market feedback market.
- Work with the team in leading the roll-out of new products and service offerings to the market, as well as the implementation of other key origination and coverage initiatives.
- In support of origination and coverage efforts and the organisation, perform market research on potential clients, competitors, industry trends, opportunities and threats.
- Actively monitor changes to macroeconomic variables and comment on their expected impact on market participants, and support the development of initiatives to take advantage of opportunities.
- Provide any related administrative and logistics support functions required in the support of the business.
- Expertly use MS Office Suite tools, including Word, Excel and PowerPoint in delivering professional business/report writing and presentations for internal and external use.

- Other responsibilities as assigned by the Lead, Client Coverage and Strategy or Chief Executive Officer.



QUALIFICATION, EXPERIENCE, SKILLS AND ABILITIES

Candidates for the role should possess the following qualifications:

1. Bachelor's degree in Finance, Accounting, Business Admin, Economics and related fields.
2. Minimum of 7 years' capital market work experience in managing Investors Relations and drafting Information Memorandum and Teasers.
3. An understanding of financing infrastructure projects and workings of development finance institution would be an added advantage.
4. Proven analytical skills and systematic problem solving, as well as excellent communication and writing skills.
5. Advanced written communication skills and demonstrated commitment to professional and client service excellence.
6. Experience with multitasking efficiently and accurately with little oversight.
7. Acute attention to detail and a dedication to providing high quality work products.



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