

VACANCY FOR:

# CREDIT RISK AND PORTFOLIO MANAGEMENT SPECIALIST

REPORTS TO

Head of Risk

ENGAGEMENT PERIOD:

12 months (Renewable)

JOB SUMMARY

The Credit Risk and Portfolio Management personnel will provide support for the (a) execution and closing of renewable energy and other transactions undertaken within InfraCredit, (b) Portfolio Management of all assigned transactions, (c) Work in co-ordination with other relevant departments to minimize credit risk associated with the organizations risk assets, and (d) Maintain good relationship with internal and external clients as well as service providers (Transactors, Legal, Risk and Finance).



## SCOPE OF WORK

The specialist will be responsible for but not be limited to the following:

### A. Pre-handover / Transaction Closure

- Input and review of the structure from a credit risk monitoring perspective, to ensure that the deal can be monitored within the capabilities of InfraCredit Portfolio Management team.
- Ensuring alignment of the term sheet, credit paper and legal and security agreements to the guarantee policy.
- Origination of loan repayment schedules in relevant systems (e.g. Excel)
- Assisting in the review of guarantee documentation to evaluate transaction controls;
- Assisting in developing scopes of work / terms of reference for relevant consultants required for monitoring transactions post financial close;

- Assisting with the due diligence process, managing and coordinating the process for fulfilment of Conditions Precedent to drawdown and subsequent drawdowns.
- Conduct a detailed review of due diligence reports, financial models, legal advisory, E&S reports, any other reports related to the projects (the “reports”)
- Based on assessment of the above reports, extrapolate and prepare a risk assessment and mitigation schedule (i.e. risk identification, risk mitigation and risk allocation/management) - i.e. the “risk matrix table”.

## **B. Handover / Post Execution**

- Ensuring that all relevant deals are being monitored.
- Obtaining relevant information on and understanding of credit conditions to be monitored (conditions precedent, waived conditions and ongoing conditions).
- Meeting with the Origination and Structuring team to ensure clear understanding of deal (structures, models, security, etc.) at handover stage.
- Capturing the relevant information into the TMU database including tracking of important dates, performance linked indicators and events relating to each deal under management.
- Management of/ provide support for Collateral Monitoring under the following headings:
  - Collateral and Security
  - Ensuring receipt and lodgement of full set of collateral documents with the Collateral Managements Units.
  - Valuation of collateral, monitoring of cover ratios and making of margin calls when necessary
  - Insurance requirements (selected companies and criteria for selection)
  - Providing input to Waivers and amendments where necessary
  - Input into the renewal of facility structures
  - Business unit support.
- Maintaining contact with the client representative to ensure that the required risk information is received in a timely manner.

- Monitoring and reporting on credit risk on a transaction, client and portfolio level by ensuring:
  - Client / transaction information is obtained and used to determine compliance to credit conditions / covenants and non-compliance is reported in a timely manner.
  - Management of subsequent draw downs and repayments of the facility
  - Periodic and ad-hoc visit are carried out to review, where relevant, client operations and/or InfraCredit's security and providing a comprehensive status report, which must include identification of potential structural weakness in the security.
  - Keeping track of all breaches noted on transactions. Escalating breaches to the appropriate sanctioning authority and proposing relevant corrective actions
  - Preparing and presenting reports / MIS in a timely manner as may be defined by the Head of Credit
  - Analyze client performance against bank statements, production, sales, key expenses etc.
  - Develop and maintain a reporting template ensuring that clients understand the requirements and complete accordingly.
- Liaising with the Execution / Remediation teams where transactions are to be re-structured either for distress or commercial reasons and ensuring that TMU database is kept current.
- Provide back up to compliance on monitoring of On-lending Schemes/Funding
  - Managing payment of loan obligations to Development Finance Institutions/ other investors.
  - Calculation of relevant covenant ratios and rendition of returns
- Drive a culture of compliance among clients; pension; PAYE; CAC Filings; Insurance; Tax clearance certificates, regulatory and environmental matters.

### **C. Portfolio Management**

- Management of climate finance funds, fulfilling reporting requirements arrived with finance counterparties.
- Tracking and monitoring of key parameters for the Risk Appetite Framework.
- Escalating potential breaches in sector/obligor/rating limits as per approved framework.
- Managing the portfolio stress testing process as outlined in credit policy.
- Reporting of Credit Risk capital requirement as well as compliance with the relevant framework
- Driving Model validation and back testing process under the guidance of the Head of Credit Risk.

In addition to the above, the job holder will also assist in day-to-day tasks as delegated by the EXCO.



### **QUALIFICATIONS, EDUCATION AND REQUIREMENTS**

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Candidates for the role should possess the following qualifications:

- Bachelor's Degree in Accounting, Economics, Finance, or a closely related field or Master's Degree (MBA, Development Economics or Finance).
- Relevant professional qualifications are an advantage.
- Up to 10 years of experience in credit risk management, portfolio monitoring, project finance and management, with at least five to seven years working with in commercial and/or investment banks, multilateral development banks (MDBs) or development finance institutions (DFIs)
- Good knowledge of capital markets, institutional investors and enhancement mechanisms.
- Proven analytical skills and systematic problem solving, as well as excellent communication and writing skills.
- Financial modelling and structuring complex infrastructure finance, risk sharing and blended finance transactions as well as risk assessment and mitigation strategies
- Ability to effectively manage competing deadlines for projects in a fast-paced work environment, with varying degrees of supervision.

- Solid project management skills and demonstrated commitment to professional and client service excellence.
- Acute attention to detail and a dedication to providing high-quality work products.
- Proficiency in the use of all Microsoft Office applications, particularly MS. Excel and MS. Power Point



## **COMPENSATION**

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Negotiable and Competitive



[WWW.INFRACREDIT.NG](http://WWW.INFRACREDIT.NG)