

GUARANTCO MANAGEMENT COMPANY LIMITED
JOB DESCRIPTION

Job Title:	Analyst		
Reports to:	Director, Investment Team	Department:	Investment and Portfolio
Location:	London	Number of direct reports:	None

ABOUT GUARANTCO, THE TEAM AND WHAT WE ARE LOOKING FOR

GuarantCo mobilises private sector local currency investment for infrastructure projects and supports the development of financial markets in lower income countries across Africa and Asia. GuarantCo is part of the Private Infrastructure Development Group (PIDG) and is funded by the governments of the United Kingdom, Switzerland, Australia and Sweden, through PIDG, and the Netherlands, through FMO, the Dutch Development Bank. GuarantCo is rated AA- by Fitch and A1 by Moody's. GuarantCo's vision is to become a centre of excellence for local currency credit solutions for infrastructure finance in lower income countries thereby assisting with the alleviation of poverty.

The GuarantCo team is located in the City of London and is small, diverse, focused, collaborative and action orientated. We are looking for candidates who have the experience to deliver against the responsibilities of the role and who are passionate about making a difference whilst working in an entrepreneurial and innovative environment. The ideal candidate will have worked in a major financial institution, accountancy firm, financial advisory firm, private risk insurance market or a project sponsor/operator ideally focused on infrastructure and project, preferably including a focus on frontier markets.

The Analyst will report into a Director in the Investment team and will support both the Origination and Portfolio Management functions.

- As part of the Origination function, the Analyst will support the Investment team and other team members globally in steering deals from identification to close.
- As part of the Portfolio Management function, the Analyst will take over management of transactions after deal closure and will be responsible for supporting the Portfolio team with monitoring thereafter.

MAIN RESPONSIBILITIES

Origination

- Conduct due diligence for new deals, including:
 - structuring and credit analysis,
 - financial modelling – including review, stress-testing and carrying out of scenario analysis,
 - review of commercial and legal documentation.
- Support senior team members in the preparation and presentation of new business proposals and final credit proposals to the GuarantCo Credit Committee.
- Manage due diligence tasks including supporting a Manager in appointing and liaising with independent advisors.
- Support senior members of the team in critically reviewing project documentation to ensure that GuarantCo's position is appropriately protected.
- Lead on the coordination with various internal teams on client on-boarding and various other related administrative tasks.
- Travel to frontier markets in Africa, South and Southeast Asia for up to 25 percent of the time and generally between a few days to two weeks at a time.
- The Analyst will typically work in teams including a Regional Director, Director and Manager.

Portfolio

- Take responsibility for administering and monitoring transaction performance. This will include regular reviews of financial and operational performance, covenant reporting and compliance, sector and country reviews, managing fee payments etc.
- Prepare update notes and waiver request proposals, when necessary, to be sent to Credit Committee.
- Proactively provide feedback to Portfolio Managers and GuarantCo Management Company management on any potential problems arising.
- Prepare quarterly reports on existing assets, credit risk rate assets in GuarantCo's portfolio using the in-house rating model and make recommendations for provisioning of stressed assets.
- Review closely all assets in 'Watchlist' and 'Early Warning List' and support on providing update notes to the GMC Portfolio Committee.
- Work closely with the Director of Workout and Restructuring and Portfolio Manager to support the restructure of stressed assets if necessary, whilst ensuring that GuarantCo's interests are protected.
- Preparing and managing handover of financially closed transactions to the Portfolio team and setting up transaction monitoring tools
- Continue to build on existing relationships with clients to help with monitoring of GuarantCo's portfolio.

CORE COMPETENCIES

Essential experience

- Educated to undergraduate degree level
- Experience of structured/ project finance transactions.
- Strong credit risk assessment skills.
- Strong financial accounting and financial statement analysis skills.
- Strong financial modelling and cashflow analysis skills.
- Track record of delivering a strong client focused service.

Desirable experience

- Understanding of frontier markets (ideally in Africa and Asia).
- Familiarity of issues relating to corporate and project finance in Emerging and Frontier Markets.
- Evidence of enhancing value of portfolio assets.
- Ability to demonstrate understanding of lending and fixed income products.
- Familiarity with guarantees and similar products from Export Credit Agencies, multilateral and bilateral development institutions, monoline insurers etc. would be desirable.

Interpersonal

- Proactive, able to work independently and take ownership of tasks.
- Team player but able to work self-sufficiently.
- Good verbal and written communication at middle/senior levels.
- Good networker and relationship builder.
- Cultural awareness.
- Strong verbal and written communication skills.
- Ability to effectively manage relationships between internal and external stakeholders.

Personal

- Fluency in oral and written English is essential and French is desirable.
- Self-starter, able to collaborate closely with colleagues.
- Entrepreneurial but with a strong ethical foundation.
- Resilience, not put off by set-backs.
- Attention to detail.

- Analytical ability.
- Problem solving, ability to think laterally.
- Ability to understand and navigate complex issues.
- Capable of developing and communicating his/her own point of view.
- Common sense.
- Strong spreadsheet and financial modelling skills
- Motivated to work on projects in frontier markets.
- Passion for development impact.