

**GUARANTCO MANAGEMENT COMPANY LIMITED  
JOB DESCRIPTION**

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|--------------------|--------------------|--------------------|----------------------|
| <b>Job Title:</b>  | Portfolio Manager  |                    |                      |
| <b>Reports to:</b> | Portfolio Director |                    |                      |
| <b>Location:</b>   | London             | <b>Department:</b> | Portfolio Management |

**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. The Portfolio team is responsible for monitoring the performance of GuarantCo's projects and for ongoing interaction with management teams / co-investors (including commercial banks, DFIs and the insurance market) and restructuring where necessary.

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 finance for at least three years, preferably including a focus on frontier markets.

He or she will have experience of conducting due diligence on complex cash flow-based financings and preferably can demonstrate some experience of working with various sources of risk mitigation.

GuarantCo is also looking for a candidate who has an interest in tracking the development impact of a transaction and monitoring the HSES implementation of the client.

**MAIN RESPONSIBILITIES**

1. Portfolio Management

- Monitoring the performance of GuarantCo projects against various covenants including financial performance and environmental and social objectives.
- On-going interaction with various project stakeholders, predominantly obligor and beneficiary management teams as well as co-investors (including commercial banks and DFIs).
- Proactively managing the portfolio to increase visibility of future risks and propose solutions.
- Handling waivers and amendments to facilities.
- Where necessary to be the mainstay of any restructuring.
- Undertake all necessary obligor and project visits.
- Present to the credit and portfolio committees on the on-going and projected performance of an obligor and project.
- Support the Investment Management teams in bringing opportunities to financial close.

## 2. Reporting

- Producing and presenting monthly reports for GuarantCo's stakeholders.
- Producing and presenting quarterly reports for GuarantCo on the repayment and status of all projects in the GuarantCo Portfolio.
- Producing ad-hoc reports for management as and when required.

## 3. Compliance and Know Your Customer (KYC)

- Assist with ensuring GuarantCo's clients adhere to compliance procedures including KYC requirements, conflicts clearance procedures and all other compliance and regulatory requirements which involves direct contact with external clients, agent banks, lawyers etc.

## 4. Other

- Follow up on collection of persistent unpaid amounts with obligor middle/senior management.
- Any other duties as may be assigned by CRO and / or other senior manager of GMC from time to time.

## **CORE COMPETENCIES**

### Essential experience

- Expertise in the management of structured/ project finance transactions.
- Evidence of ability to deal proactively with issues arising during construction and operational project phases.
- Strong corporate credit risk skills.
- Good knowledge of transaction legal documentation.
- Track record of delivering a strong client focused service.

### Desirable experience

- Knowledge and experience of restructuring problem assets.
- Solid 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.

### Product and market

- 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

- Team player but able to work self-sufficiently.
- Good verbal and written communication at middle/senior levels.
- Good networker and relationship builder.
- Cultural awareness.
- Ability to influence and obtain buy-in from a wide range of stakeholders.
- Ability to question and challenge convention.
- Ability to form an independent opinion when faced with information.

## Personal

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

**Please submit your CV and cover letter to [recruitment@guarantco.com](mailto:recruitment@guarantco.com) by 1<sup>st</sup> October 2019**