

VACANCY

The Development Bank of Jamaica (DBJ) seeks to identify suitable applicants for the position of:

ACCOUNT EXECUTIVE

The position is responsible for Managing the timely and efficient execution of Public-Private Partnership and Privatisation projects, analyzing and assessing P4 projects and concepts in accordance with the Government of Jamaica's Public-Private Partnership & Privatisation policy guidelines and the P4 division's Standard Operating Procedures (SOPs).

PRINCIPAL DUTIES & RESPONSIBILITIES

- Analyze and evaluate project proposals for private sector investment through Public-Private Partnerships, divestments, or other prescribed models; Conduct Due Diligence as may be required.
- Develop or review and interpret financial models to determine financial and economic viability, affordability, and associated risks.
- Coordinate and execute all project development activities within stipulated timelines.
- Conduct site visits to assess readiness for investment; and monitor projects (post-transaction) to ensure compliance with development / business plans.
- Provide transaction advisory support to Enterprise Teams - on transaction structure, bidding process and negotiations, etc.

The required **minimum** qualifications, experiences, and attributes are:

- First degree in Economics, Business Administration, or a related field.
- Certification in Project Management.
- PPP certification would be an asset.
- Computer literacy – in-depth knowledge of MS Excel, Word, and Projects.
- Working knowledge of GOJ procurement policies and guidelines would also be an advantage.
- Strong interpersonal, communication and presentation skills.
- Excellent analytical and critical thinking skills.
- Ability to work concurrently with multiple projects; and consistently meet deadlines without close supervision.
- Minimum three (3) years post qualifications experience – preferably in the management and implementation of development projects.
- Experience in Project Finance would also be an advantage.

If you are a highly motivated self-starter with the above qualifications, please submit your application **by OCTOBER 18, 2024**, to:

MANAGER, HUMAN RESOURCE
EMAIL: dbjcareers@dbankjm.com

Please note that only short-listed applicants will be contacted.