

# **JOB ADVERTISEMENT FOR YOUNG PROFESSIONALS**

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The ECOWAS Bank for Investment and Development (EBID) is an international financial institution owned by the fifteen Member States of the Economic Community of West African States (ECOWAS), namely Benin, Burkina Faso, Cabo Verde, Côte d'Ivoire, The Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Mali, Niger, Nigeria, Senegal, Sierra Leone and Togo. The headquarters of the Bank is in Lome, Togolese Republic.

The mission of EBID is to work towards the emergence of an economically strong, industrialized, prosperous West Africa which is fully integrated within the region and world economy in order to take advantage of the opportunities offered by globalization.

Within the framework of its Young Professionals Programme, EBID seeks to recruit young graduates from universities and other tertiary institutions of learning in the West African sub region and the diaspora.

## **1. The Young Professionals Recruitment Programme**

The programme is designed for high calibre young professionals who will not be more than thirty (30) years at the time of recruitment. The selected candidates will be appointed as Young Professional Trainee Staff in the Bank under a two (2)-year fixed term contract. The candidates will observe a probationary period of six (6) months during which period, the Bank and the staff may terminate the appointment without prior notice. However, where the performance of the Young Professional Trainee Staff is deemed to be satisfactory during their probationary period, the appointment shall be converted into an open-ended contract which means they will be permanent members of staff of the Bank.

During their appointment, the Young Professional Trainee Staff will be posted to different Departments on a rotational basis to make them familiar with activities of the Bank and integrate them into a team where they will make positive contributions. Furthermore, the Professional Trainee Staff will work under the supervision of senior staff in order to become acquainted with the various Departments, Policies and Programmes of the Bank.

## **2. Eligibility criteria**

The citizens of ECOWAS Members States who fulfill the following criteria are invited to apply:

- Not more than 30 years of age at the time of recruitment;
- A Master's degree or equivalent qualification in fields related to activities of the Bank in particular, Asset/Liabilities Management, Audit, Communication and Marketing, Finance, Engineering, Business Administration, Law, Accounting, Economics, IT, Human resources, Infrastructure, private sector operations, public sector operations, Risk Management, Language Services or relevant qualification in any other area that is relevant to the activities of the Bank;
- Ability to work in a team and under pressure within a multicultural environment;
- Analytical and organizational skills, ability to plan and determine priorities;
- Good research skills for obtaining pertinent information (banking analysis, statistics, monitoring competitive trends etc.) from external sources in particular, electronic data bases and other media admitted for professional purposes.
- Good knowledge of office automation systems (Excel, Word, Access and Power Point);
- Fluent in English/French/Portuguese with a working knowledge of one of the other two languages.

### **3. Conditions of service**

In conformity with the rules governing the programme, the young professionals concerned shall be posted to Departments in response to specific needs. They shall not be recruited to fill vacant positions. However, throughout the duration of their appointment, they shall be considered as Professional staff of the Bank. Furthermore, their conditions of service shall correspond to those for grade P1-1 in the EBID staff classification and salary scale.

Various allowances (post adjustment allowance, housing and transport allowance, family grant where necessary) will be added to the salary. Furthermore, during the period of their appointment the young professionals shall be admitted into the Bank's pension scheme. The young professionals shall also be entitled to insurance cover against: death and permanent

disability, total and permanent disability, temporary occupational disability, partial permanent disability, personal accident and sickness.

#### **4. Recruitment Criteria and Procedure**

Shortlisted candidates shall be invited for written and oral tests at the headquarters of the Bank in Lome. Candidates shall be tested for:

- Technical skills,
- Potentials,
- Personality and level of motivation,
- Computer skills,
- Good verbal communication and writing skills in not less than two (2) of the three (3) working languages of the Bank.

#### **5. Application dossier**

Interested candidates who meet the criteria listed above should forward their application dossier to the Bank in paper form. The dossier will comprise:

- A detailed curriculum vitae;
- Copy of qualifications obtained;
- Copy of national identity card or passport;
- Copy of birth certificate;
- A letter of motivation indicating reasons for participating in the programme, areas of competence/interest, relevant experience and career prospects.

Interested candidates should submit by email, their applications to [recrutbidc@bidc-ebid.org](mailto:recrutbidc@bidc-ebid.org), no later than **May 31, 2024**, with the subject "**2025 Young Professionals Recruitment Programme**".

**N.B.:** Only shortlisted candidates will be invited for interview. EBID reserves the right to withdraw the notified vacancies or offer position at a lower grade.