

# Portfolio Officer

<b>Organization:</b>	IFC
<b>Grade:</b>	GF
<b>Location:</b>	Washington DC, United States
<b>Required Language(s):</b>	English

## Description

Do you want to build a career that is truly worthwhile? The International Finance Corporation (IFC), a member of the World Bank Group, is the largest global development institution focused on the private sector in emerging markets. Working with more than 2,000 businesses worldwide, we use our capital, expertise, and influence to create markets and opportunities where they are needed most. Visit [www.ifc.org](http://www.ifc.org)

The Portfolio Valuation Unit within CRMEQ is responsible for overseeing and facilitating the valuation process of the corporation's investment portfolio in coordination with the investment departments. The team is looking for a professional to work with the equity portfolio valuation with a focus on financial sector investments, and market research and system support.

## Responsibilities:

- Facilitate the IFC Portfolio valuation process: review, analyze and validate valuation of equity and loan investments.
- Help develop, implement and/or maintain appropriate investment portfolio valuation tools, such as discount cash flow models, loan valuation models, fixed price option valuation models, and other models as needed.
- Liaise with IFC investment departments through Portfolio and Transaction Managers to provide adequate resources for qualitative and proactive portfolio supervision.
- Provide varying levels of user support, system maintenance, training and new enhancements on the EPMS valuation system;
- Work with the IFC Accounting Policy and Reporting staff to ensure appropriate application of accounting policy and Reporting Standards on investment securities fair values.
- Develop/maintain relationships with other corporate departments in order to facilitate the delivery of Portfolio Valuation Team's work program.

- Research and analyze capital markets performance across the world, especially in emerging markets.
- Other ad-hoc responsibilities as assigned.

**Selection criteria:**

- An MBA (with a concentration in finance) or other graduate work;
  - Strong analytical, math and applied finance background, with knowledge of statistics, accounting, and economics;
  - Experience in financial sector investment valuation, corporate finance and/or asset valuation;
  - Experience in execution/supervision of equity investment transactions in emerging markets is highly desirable;
  - Knowledge of IFC operations and portfolio is a strong plus;
  - Ability to grasp details, problem solve, identify key issues for action, and explain issues clearly and confidently;
  - Full proficiency in Microsoft Windows applications, namely Access, Excel, Word and Power Point. Demonstrated ability to learn new technology quickly and effectively use it for maximum productivity.
  - Strong written and oral English communication skills. Fluency in other World Bank languages is a plus.
  - Comfortable working in pressured environment with capacity to deliver high-quality outputs and results to tight deadlines
  - Excellent people skills and ability to consult and liaise with investment/portfolio staff, cluster portfolio managers as well as industry and regional managers on an on-going basis;
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- High degree of self-motivation and demonstrated ability to work well individually or as part of a team, and to contribute proactively wherever necessary.
  - Willingness to travel to deliver training in various IFC field offices if required.
  - Flexibility to work late and early morning hours to accommodate the field staff as necessary.

*Poverty has no borders, neither does excellence. We succeed because of our differences and we continuously search for qualified individuals with diverse backgrounds from around the globe.*