



Project Officer M/F

Microfinance Bank – Nigeria (Ibadan)

Advans created La Fayette MFB (Advans Nigeria) in 2012. The MFI has seven branches including five in Ibadan and plans to continue its expansion to cover other regions in Oyo State. Its objective is to target MSMEs that lack access to credit and financial services in order to run their businesses. As part of its continuing growth strategy, La Fayette MFB is looking for a Project Officer who will join Advans Nigeria's teams at its head office in Ibadan.

The assignment will last between 12 and 18 months.

The Advans group

Advans was created in 2005 with a group of major international Development Finance Institutions (EIB, KfW, FMO, FISEA (AFD Group), IFC and CDC). Advans' mission is to meet the needs of Micro, Small and Medium-sized Enterprises (MSMEs) and other populations who have ill-adapted, limited or no access to formal financial services through providing tailored financial services in a sustainable and responsible manner.

The Advans group currently spans the following countries: Cambodia, Cameroon, Côte d'Ivoire, Democratic Republic of Congo, Ghana, Myanmar, Nigeria, Pakistan, Tanzania and Tunisia. Advans International, as head office of Advans Group, supervises each Advans network affiliate and provides technical as well as financial support. Advans MFIs serve more than 780,000 clients, for an outstanding loan portfolio of over EUR 740 million and total deposits of over EUR 390 million; the group also employs more than 6,500 staff.

Role and Responsibilities

The Project Officer will lead and contribute to study projects for the Institution's development, working under direct supervision of the CEO. He/she will play a key role in the heart of Advans Nigeria's operational and commercial processes and collaborate with all the Institution's departments. He/she will carry out the following tasks (non-exhaustive list):

- Support the teams in managing operations development projects (organization, commercial development, product and services launches, the search for financing, etc.);
- Draw up new policies and procedures and prepare the associated tools, taking the group standards as a reference (training documents in particular);
- Take part in skills enhancement of local resources, especially with regard to planning, project management, and the diagnosis and preparation of action plans, and transfer the required skills in order to ensure the project's lasting results;
- Support the implementation of pilot projects for MSME financing in rural areas;

- Assist in launching of the Bank's mobile banking solution;
- Potentially identify complementary distribution channels via market surveys;
- Support the implementation of web reporting, CRM and performance monitoring tools;
- Coordinate interventions related to projects carried out by the various departments (operations, logistics, training courses, HR, IT, etc.);
- Manage technological tools that can improve processes and customer experience.

During his/her placement the Project Officer will benefit from the support of Advans experimented resources based in the French headquarter.

Desired Profile

- Master's degree in management, finance or development;
- A minimum of two years' experience in consulting or project management, ideally in the banking sector;
- Accomplished professional experience in a developing country.

Required Skills

- Organizational, project management and planning skills;
- Good interpersonal skills, an ability to work in a team and with partners;
- Adaptability, analytic and synthetic skills;
- Mastery of desktop applications, and Microsoft excel in particular;
- Fluent in English.

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To apply

Please go to the [Job Opportunities](#) ("apply now") page of our website www.advansgroup.com. Only shortlisted applicants will be contacted. You will find more information on our website www.advansgroup.com.