

JOB DESCRIPTION – BILINGUAL REGIONAL LIQUIDITY SUPPORT FACILITY (RLSF) UNDERWRITER

Job location: Nairobi, Kenya

Under the supervision of, and reporting to the Chief Underwriting Officer, through the RLSF Coordinator, the Bi-Lingual Underwriter's key duties and responsibilities will be as below:

1. Undertake and generate business through the promotion and marketing of ATIDI's products and services on an on-going basis. This includes, but is not restricted to, leading on the promotion and marketing of ATIDI products and services for the Energy Sector;
2. Contribute to the drafting of the underwriting guidelines of ATIDI for RLSF, subject to ATIDI's approval;
3. Assess countries' Renewable Energy Sectors and contribute to defining the strategy and conditions per country;
4. Develop and maintain country's cover notes;
5. Promote RLSF among potential investors and lenders, through different channels (partner websites, brochures, conferences);
6. Develop commercial relationships, attract new clients and contribute to the commercial strategy;
7. Take Underwriting responsibility for specific countries/ regions/ sectors as and when required;
8. Advise clients on ATIDI's policies, processes, products and requirements;
9. Screen and assess proposed transactions against ATIDI's underwriting eligibility criteria;
10. Issue non-binding indications (NBIs) on eligible insurance applications;
11. Underwrite energy and renewable energy deals and identify & evaluate all relevant commercial and political risks relating to proposed transactions and make sound underwriting recommendations to the Chief Underwriting Officer;
12. Negotiate terms and pricing and to review Insurance Offer Letters for compliance with agreed terms;
13. Draft and negotiate proposed insurance policies for consideration and approval by ATIDI's Senior Management, and support the Portfolio Services Team in administering and monitoring existing insurance policies;
14. Support the underwriting team in reviewing and underwriting large/ complex, structured or project finance-based deals (energy, renewable energy, infrastructure);
15. Where necessary, to seek and place re-insurance among ATIDI re-insurers and other insurance companies in the international market;
16. Develop effective client relationships, with a focus on ATIDI's partners in the Energy Sector, including and not restricted to Donors, Development Financial Institutions, Developers, Brokers, Multilaterals, Utilities and Information Providers;
17. Support the RLSF Coordinator develop reports for external partners;
18. Work with the Chief Underwriting Officer and the Chief Financial Officer in claims determination and payment as well as claims avoidance;
19. Work with the Chief Underwriting Officer and RLSF Coordinator in developing and executing an annual business plan and budget;

20. Work with the RLSF Coordinator, and external consultants where possible, in developing suitable insurance or guarantee products for the benefit of distributed energy projects (e.g. off-grid, C&I, etc.);
21. Perform other duties as may be assigned to you from time to time.

Role Specifications:

- A Master's degree in Business Administration (MBA), Finance, Economics, Banking or other financial service specialization;
- A Bachelor's degree in Finance, Economics, Banking or other financial service specialization;
- CII or CPA/ACCA (an added advantage);
- Excellent Bi-lingual communication skills in both English and French;
- A minimum of five (5) years relevant experience;
- A proven track record of success structuring, financing, implementing or underwriting complex transactions. Energy Sector experience will be an added advantage;
- Technical understanding, expertise and experience in finance, investment or corporate banking, sovereign operations/financing, trade finance, insurance, guarantees or reinsurance;
- Key Stakeholders management skills;
- Demonstrate ability to initiate ideas for Product development;
- Team leadership skills;
- Demonstrate a clear understanding of policy wordings;
- Strong analytical skills with a high level of accuracy and attention to details;
- Excellent negotiation skills;
- Good judgement and decision-making skills;
- Ability to work under pressure and meet urgent deadlines;
- Excellent communication (oral, written, presentation) and interpersonal skills;
- Ability to work in a multi-cultural environment;
- Strong people management skills; and
- Demonstrate ATIDI's core values - unity of purpose, customer first approach, integrity, getting it first the right time and creativity.

