



CENTRAL BANK OF LIBERIA

VACANCY ANNOUNCEMENT

The Central Bank of Liberia (CBL) invites applications from competent and experienced individuals for the below listed position.

DIRECTOR-GENERAL

BACKGROUND:

The Banking Institute of Liberia was established by the Central Bank of Liberia (CBL) and Liberian Bankers Association (LBA), in collaboration with financial stakeholders to provide specialized professional banking and financial management training for the private and public sectors. The Institute shall provide cutting edge training programs to stakeholders in the banking and financial sectors to create the requisite efficiency and effectiveness to spur growth in the sectors. In advancing its mission and goals, the Banking Institute of Liberia is seeking a highly qualified leader to serve as Director-General of the Institute.

Key Responsibilities:

The Director General will provide oversight and leadership for the operations of the Banking Institute of Liberia (BIL) in close collaboration with the Board of Directors. The DG shall proactively commence the implementation of the mandates of the Institute as well as develop and implement policies approved by the Board. Other key responsibilities are:

- Serves as the Chief Administrative Officer of the Institute, and Secretary to the Board.
- Participate in the recruitment and hiring of additional staff of the institute as allocated in the budget.
- Direct and monitor the functions of the Deputy and regular staff of the institute to ensure a desirable working environment and teamwork.
- Evaluate and analyze the curriculum of the institute and recommend improvement and supplementary areas of study.
- Ensure the implementation of the budget of the BIL as approved by the Board
- Ensure that there is efficiency and effectiveness in achieving the desired deliverables of the institute's budget.
- Collaborate and drive in promoting relationship with other schools of similar nature both nationally, regionally and globally.
- Make recommendations to the Board for potential expansion and technological advancement when necessary.

- From time to time ensure that the BIL and its staff conform to international best practices.
- Collaborate to ensure that instructors and facilitators are expeditiously recruited both nationally and regionally.
- Ensure that instructors and facilitators meet the required minimum qualification, standards and experience approved by the Board.
- Ensure that instructors' recruitment conform to course outline and schedule so as to avoid vacuums being created for some courses.
- Perform other duties as assigned by the Board of Directors.

Position Requirements

- Master's Degree (an earned doctorate is a plus) in Economics, Financial Management, Banking & Finance, Accounting or related field from an accredited institution; and minimum five (5) years of management experience, working knowledge of institutional effectiveness, and the ability to use various computer programs.
- Ability to perform and coordinate research functions at the Institute; gather data from the banking and financial sectors to develop and measure the Institute's effectiveness in meeting its mission, goals, and objectives.
- Candidate must be based in Monrovia, Liberia, where the BIL head offices and training center is located.

Additional Qualifications & Experience

- Applicants must possess a minimum of a Master's Degree in Economics, Financial Management, Banking & Finance, Accounting or other related fields of business studies.
- Experience in developing curriculum, and conducting training is required.
- Applicants must have excellent communications skills, both written and oral including the ability to convey ideas and positions clearly.
- Applicants must be proficient with computers, with working skills of Microsoft Office Suite and internet.
- Applicants must have demonstrated skills, the understanding of pedagogy, and the ability to participate in the identification and evaluation of instructors and lecturers.
- Excellent interpersonal skills with the ability to establish and develop relationships.
- Applicant must have a strong sense of service and an open mind to accept new ideas and concepts.
- Applicant must be a team player, meet timelines with efficiency and meet targeted deliverables.

Salary/Benefits: Commensurate with position and experience

Application requirements:

- Applicants must also attach copies of relevant academic credentials.
- Only electronic applications will be considered.
- Cover letters and resumes/CVs should be addressed to: makamara@cbl.org.lr

The deadline for all applications is Wednesday, December 20, 2017 no later than 4:00 p.m. Only short-listed candidates will be contacted.