

<b>Job Title</b>	Junior Analyst - Open Market Operations - (Auction Section)
<b>Job Level</b>	P-1
<b>Vacancy: Contract Type: Department:</b>	One (1) position Permanent Financial Markets Department
<b>Location</b>	Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia
<b>Background Information</b>	<p>The Central Bank of Liberia (CBL) is seeking a highly competent and experienced Junior Analyst who will assist the Senior and Principal Analyst in Auction Section.</p> <p>The selected candidate will assist in the implementation of monetary policy mainly through the issuance of appropriate instruments and the conduct of various auctions necessary to ensure the attainment of the price stability mandate of the bank (interest and exchange rate stability).</p>
<b>Duties &amp; Responsibilities of the Position</b>	<p><b>Key Functions:</b></p> <ul style="list-style-type: none"> <li>• Assist in the development of Monetary Policy (MP) implementation strategy in line with policy stance</li> <li>• Conduct CBL bills auction through the Script less Security Settlement System (Depo/x) in line with the MP strategy</li> <li>• Conduct FX auction through the Depo/x for monetary policy implementation and to meet the net international reserves target</li> <li>• Ensure timely and accurate settlement and redemption of monetary policy instruments and FX auctions</li> <li>• Conduct daily reconciliation of all OMO transactions to ensure accounts in RTGS and T-24 are consistent with Depo/X and FMD database; and ensure reconciliation finality.</li> <li>• Maintain up-to-date database for all OMO and FX transactions</li> <li>• Monitor and manage the Script less Securities Settlement System and immediately report any abnormalities for timely resolution</li> </ul>

	<ul style="list-style-type: none"> <li>• Conduct Money Market transactions through the Depo/X (Repo, Swap, Lending, ILF, SCF, and SDF, etc.)</li> <li>• Prepare monthly, quarterly and annual reports and/or as-and-when reports showing performance of open market operations and financial markets transactions.</li> <li>• Perform other administrative duties as assigned by supervisors</li> </ul>
<b>Minimum Job Qualifications &amp; Experience</b>	<ul style="list-style-type: none"> <li>• BA or BS degree in Finance, Accounting, Economics or Business Administration</li> <li>• Minimum of two years' experience in the financial/accounting/economics arena</li> </ul>
<b>Required Competencies &amp; Skills</b>	<ul style="list-style-type: none"> <li>▪ Excellent written and oral English skills.</li> <li>▪ Proficiency in MS Excel, MS Word and PowerPoint presentation</li> <li>▪ Knowledge in financial analysis</li> <li>▪ Self-starter with an ability to prioritize multiple tasks</li> <li>▪ Moral and ethical attributes</li> <li>▪ Zero tolerance for corruption</li> <li>▪ Team Player</li> </ul>
<b>Documents Required</b>	<p>Updated Curriculum Vitae (CV).</p> <p>Copies of relevant academic and professional certifications.</p> <p>Letter of Intent detailing your professional and academic relevance to the tasks.</p> <p>Three Professional references</p>
<p><b>General Application Requirements</b></p> <p>Only electronic copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to <a href="mailto:cbljobs@cbl.org.lr">cbljobs@cbl.org.lr</a> . Applicants must also attach copies of relevant academic credentials.</p> <p>The deadline for submission of applications is <b>Friday, September 16, 2025.</b></p>	

<b>Job Title</b>	Junior Analyst - Government Securities Unit - (Auction Section)
<b>Job Level</b>	P-1
<b>Vacancy: Contract Type: Department:</b>	One (1) position Permanent Financial Markets Department
<b>Location</b>	Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia
<b>Background Information</b>	<p>The Central Bank of Liberia (CBL) is seeking a highly qualified and experienced Junior Analyst/Government Securities who will assist the Senior and Principal Analyst in Auction Section.</p> <p>The selected candidate will assist in the issuance, redemption, reconciliation and management of government securities and maintain an up-to-date government securities database.</p>
<b>Duties &amp; Responsibilities of the Position</b>	<p><b>Key Functions:</b></p> <ul style="list-style-type: none"> <li>• Assist in analyzing CBL financial transactions with GOL and ensure it conforms to current laws and policies.</li> <li>• Prepare weekly, monthly and quarterly incoming and past due obligations of GoL.</li> <li>• Prepare monthly, quarterly and annual reports and/or as-and-when reports showing performance of GOL transactions in the financial markets.</li> <li>• Conduct regular Government of Liberia Treasury securities auction through the Script less Security Settlement System (Depo/x)</li> <li>• Facilitate the processing of GOL financial transactions (Repo, Swap, Lending, etc.) with the domestic market.</li> <li>• Process the transfer of GOL securities in the secondary market and immediately update GOL debt database.</li> <li>• Conduct foreign exchange sales and purchase auctions on behalf of GoL through the Script less Security Settlement System (Depo/x).</li> <li>• Monitor the Depo/x and report any abnormalities.</li> </ul>

	<ul style="list-style-type: none"> <li>• Update GOL debt databases of new issuances or agreements and redemptions of government debt on the day they occur.</li> <li>• Reconcile GOL domestic and external debt data.</li> <li>• Maintain up-to-date database for all GOL domestic and external debt</li> <li>• Perform other administrative duties as assigned by supervisors.</li> </ul>
<b>Minimum Job Qualifications &amp; Experience</b>	<ul style="list-style-type: none"> <li>• BA or BSc degree in Finance, Accounting, Economics or Business Administration</li> <li>• Minimum of two years' experience in the financial/accounting/economic arena</li> </ul>
<b>Required Competencies &amp; Skills</b>	<ul style="list-style-type: none"> <li>▪ Excellent written and oral English skills.</li> <li>▪ Proficiency in MS Excel, MS Word and PowerPoint presentation</li> <li>▪ Knowledge in financial analysis</li> <li>▪ Self-starter with an ability to prioritize multiple tasks</li> <li>▪ Moral and ethical attributes</li> <li>▪ Zero tolerance for corruption</li> <li>▪ Team Player</li> </ul>
<b>Documents Required</b>	<p>Updated Curriculum Vitae (CV).</p> <p>Copies of relevant academic and professional certifications.</p> <p>Letter of Intent detailing your professional and academic relevance to the tasks.</p> <p>Three Professional references</p>
<p><b>General Application Requirements</b></p> <p>Only electronic copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to <a href="mailto:cbljobs@cbl.org.lr">cbljobs@cbl.org.lr</a> . Applicants must also attach copies of relevant academic credentials.</p> <p>The deadline for submission of applications is <b>Friday, September 16, 2025.</b></p>	

<b>Job Title</b>	Junior Analyst, Market Development (Market Development and Support Section)
<b>Job Level</b>	P-1
<b>Vacancy: Contract Type: Department:</b>	One (1) position Permanent Financial Markets Department
<b>Location</b>	Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia
<b>Background Information</b>	<p>The Central Bank of Liberia (CBL) is seeking a highly qualified and experienced Junior Analyst who will assist the Senior Analyst and Principal Analyst in Market Development and Support Section.</p> <p>The selected candidate will initiate and support activities for the development of domestic financial markets and integration into regional capital markets.</p>
<b>Duties &amp; Responsibilities of the Position</b>	<p><b>Key Functions:</b></p> <ul style="list-style-type: none"> <li>• Maintain a working knowledge of emerging issues and ongoing developments in the domestic and global financial markets.</li> <li>• Daily network with market participants and stakeholders to report up to date activity of the money/inter-bank/FX market, and securities/capital markets.</li> <li>• Update the liquidity management table to inform open market operations and coordinate with other departments for liquidity monitoring and forecasting.</li> <li>• Report weekly and/or when the need arises on financial markets intelligence information.</li> <li>• Engage regularly with contacts from a range of institutions and market participants to learn about conditions and development in financial markets and prepare reports.</li> <li>• Analyze information gathered on an on-going basis to identify insights relevant to monetary policy implementation and market needs.</li> </ul>

	<ul style="list-style-type: none"> <li>• Perform any other task (s) as assigned by supervisors.</li> </ul>
<b>Minimum Job Qualifications &amp; Experience</b>	<ul style="list-style-type: none"> <li>• BA or BSc degree in Finance, Accounting, Economics or Business Administration</li> <li>• Minimum of two years' experience in the financial/accounting/economic arena</li> </ul>
<b>Required Competencies &amp; Skills</b>	<ul style="list-style-type: none"> <li>• Excellent written and oral English skills.</li> <li>• Proficiency in MS Excel, MS Word and PowerPoint presentation</li> <li>• Knowledge in financial analysis</li> <li>• Self-starter with an ability to prioritize multiple tasks</li> <li>• Moral and ethical attributes</li> <li>• Zero tolerance for corruption</li> <li>• Team Player</li> </ul>
<b>Documents Required</b>	<p>Updated Curriculum Vitae (CV). Copies of relevant academic and professional certifications. Letter of Intent detailing your professional and academic relevance to the tasks. Three Professional references</p>
<p><b>General Application Requirements</b></p> <p>Only electronic copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to <a href="mailto:cbljobs@cbl.org.lr">cbljobs@cbl.org.lr</a> . Applicants must also attach copies of relevant academic credentials.</p> <p>The deadline for submission of applications is <b>Friday, September 16, 2025.</b></p>	

<b>Job Title</b>	Junior Analyst - Investment Performance & Compliance (Reserves Management Section)
<b>Job Level</b>	P-1
<b>Vacancy: Contract Type: Department:</b>	One (1) position Permanent Financial Markets Department

<b>Location</b>	Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia
<b>Background Information</b>	<p>The Central Bank of Liberia (CBL) is seeking qualified and experienced candidates to fill the position of a Junior Analyst who will assist the Senior and Principal Analyst in Reserves Management Section.</p> <p>The selected candidate will be responsible for risk management and reporting of Central Bank of Liberia (CBL) foreign exchange reserves management in line with Board and management approved policies and procedures.</p>
<b>Duties &amp; Responsibilities of the Position</b>	<p><b>Key Functions:</b></p> <p>Assist in developing investment guidelines and strategies in accordance with the CBL risk appetite.</p> <ul style="list-style-type: none"> <li>▪ Review existing investments guidelines and make recommendations, when and where necessary.</li> <li>▪ Monitor and assess risks related to CBL's foreign exchange reserves investments and report compliance or non-compliance with approved limits for immediate correction.</li> </ul> <p>Monitor and evaluate all CBL investments to ensure adequate safety and liquidity of the reserves in keeping with approved policies, guidelines</p> <ul style="list-style-type: none"> <li>▪ Prepare monthly, quarterly and annual reports or as-and-when report with recommendations on the performance of all CBL investment.</li> <li>▪ Perform any other tasks as may be assigned by supervisors.</li> </ul>
<b>Minimum Job Qualifications &amp; Experience</b>	<p>BA or BSc Finance, Accounting, Economics or Business Administration; Master's Degree in the above disciplines is an added advantage.</p> <ul style="list-style-type: none"> <li>• Minimum of 2 years' experience in finance/banking/financial risk management/compliance.</li> </ul>
<b>Required Competencies &amp; Skills</b>	<ul style="list-style-type: none"> <li>▪ Proficiency in Financial Risk Analysis</li> <li>▪ Good oral and written skills</li> <li>▪ Expertise in Computer Knowledge, with emphasis in Microsoft Excel, Microsoft Word, Power point.</li> <li>▪ Excellent written and oral English skills.</li> <li>▪ Self-starter with an ability to prioritize multiple tasks</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Team Player</li> <li>▪ Self-starter with an ability to prioritize multiple tasks</li> <li>▪ Moral and ethical,</li> <li>▪ Zero tolerance for corruption.</li> <li>▪ Team Player</li> </ul>
<b>Documents Required</b>	Updated Curriculum Vitae (CV). Copies of relevant academic and professional certifications. Cover letter detailing relevant experience Three Professional references
<b>General Application Requirements</b>  Only electronic copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to <a href="mailto:cbljobs@cbl.org.lr">cbljobs@cbl.org.lr</a> . Applicants must also attach copies of relevant academic credentials.  The deadline for submission of applications is <b>Friday, September 16, 2025.</b>	