

# JAMAICA SOCIAL INVESTMENT FUND

*ISO 14001:2015 Certified*



## EMPLOYMENT OPPORTUNITY

The Jamaica Social Investment Fund seeks to hire a suitably qualified person to fill the post of **BUSINESS DEVELOPMENT SPECIALIST**.

The Second Rural Economic Development Initiative (REDI II), a project of the Government of Jamaica being implemented by the Jamaica Social Investment Fund (JSIF), mandate is to enhance market access and climate resilience of micro, small and medium-sized agriculture and community tourism enterprises. The project will have a countrywide approach in areas with good potential growth. REDI II seeks to enhance the production, service capacity and access to market of operators in agriculture and tourism. In the case of agriculture, it involves increasing crops, livestock production and productivity, marketing processing and value addition. In the case of community tourism, it involves increasing the number of visitors to community enterprises and developing more diverse value chain linkages to generate a CTE ecosystem (cluster approach).

### Key Responsibilities

- Ensure that project objectives are met by way of effective design, planning and execution of activities and support the process of planning, developing and implementation of subprojects.
- Ensure assigned projects/investments are evaluated, developed, and are carefully scoped and aligned to the project objectives and represent value for money.
- Propose scope and re-scope of projects/investments based on site visits, sector analysis and where needed, in close collaboration with Project Manager; ensure changes to scope and approach to enhance viability.
- Review and where necessary initiate the development and or review and/or adjustments to business plans, financial and business models.
- Undertake economic and financial analyses of micro and small enterprises in the agriculture and tourism sectors.
- Presentation of a summary narrative to capture the financial position of the businesses before and after the project intervention, as well as with respect to the original business plan estimations.
- Support the effective monitoring and evaluation of the investments made among the agriculture and tourism enterprises as part of the overall REDI II Results Framework, to include the timely monitoring of project schedules and budgets, preparing monthly progress reports, and liaising with key stakeholders.

### Required Qualifications and Experience

- Undergraduate degree in Finance or Economics **or** Business
- At least five (5) years' experience in business or financial management
- At least three (3) years' experience in the identification, development and assessment of businesses
- Experience in preparing or reviewing business plans
- Analysis of lending portfolios

**Required skills and Competencies**

- Ability to work independently, in teams or lead a team, both cohesively and efficiently.
- Excellent interpersonal, written and oral communication skills
- Creative and innovative thinking
- Sound analytical and problem-solving skills
- Proficiency in the use of Microsoft Office suite

If you meet the requirements, please submit your application by **August 11, 2020** to:

**General Manager Corporate Services  
Jamaica Social Investment Fund  
11 Oxford Road (Entrance on Norwood Avenue)  
Kingston 5**

**Email: [jobs@jsif.org](mailto:jobs@jsif.org)**

We thank all interested applicants however only persons short-listed for interviews will be contacted.