

Job Title: Analyst
Location: London
Contract: Permanent & full time
Salary: Commensurate with experience

1. Introduction

We are looking to recruit two Analysts to join our growing business.

Established in 2009, AgDevCo is a social impact investor and project developer operating exclusively in the agribusiness sector in Africa. We aim to build successful African agribusinesses through long-term investment and support to deliver positive impact at scale. We are working to achieve a thriving commercial African agriculture sector that benefits people, economies and the environment

AgDevCo has regional offices and country presence in West, East and Southern Africa – and investments in 10 countries in sub-Saharan Africa. By the end of 2019, we expect to have an active portfolio of \$170m committed in 40 investments.

2. Role

The Analysts will provide support to the team by helping to (i) identify, (ii) analyse and structure, and (iii) delivery prospective investments. They will also play a supporting role in project development opportunities.

Each Analyst will join a regional team (i.e. one of the West Africa, East Africa or Southern Africa teams) and will work on a range of projects and activities covering the countries in their given region. Over the first two years in AgDevCo, the Analysts will be given the opportunity to develop (through formal study, training courses and on-the job training) the key skills required for impact investment in our sector, as well as offered the opportunity to travel to our investee businesses. More details of the training programme are attached in the application package.

3. Specific responsibilities

The Analysts' responsibilities can be organised into two core categories, both of which are set out below.

- ▶ Support for country-specific portfolio management and investment due diligence:
 - Support the development of AgDevCo's financial models, including for new investments, working and collaborating with other team members and investees. In addition, providing an independent review for others' financial models.
 - Conduct market research, finding and analysing data on market dynamics to support investment decisions.
 - Provide support in the investment due-diligence process for investments. For specific investments, this may include more detailed assessment of past performance, analysis of opportunities, forecasting of financial performance and assessment of management capabilities.

- Project support to include creation of Project Information Memorandum (PIM)/pitch documents, project development agreements (e.g. shareholders agreement, loan documents, etc.) and on-going project support.
 - Prepare and present investment materials for consideration by AgDevCo’s Senior Management Team and Board of Directors, as well as third party investors and partners.
 - Provide governance support (e.g. preparation for regional team meetings, board meetings, and annual general meetings) for select country subsidiaries.
 - Undertake programme administration including meeting minute-taking, tracking project expenditure against budget for individual investments, and weekly country cash-flows.
 - Manage impact monitoring of specific investments including review of quarterly financial statements provided by sponsors, annual M&E form completed by sponsors and aggregation of country-level impact for comparison against logframe targets.
 - Advise country teams on use of appropriate templates and models, and ensure that they adhere to them.
- ▶ Support to AgDevCo’s broader corporate functions:
- Produce marketing and business development documents for brochures and the website.
 - Provide programme support such as tracking of investments, and monitoring and evaluation of project performance at an individual investment, country-wide and portfolio-wide level. Monitoring, evaluation and learning (MEL) document preparation and review for both internal and external audiences.
 - Prepare high-quality reports for our funders, Investment Committee and Board.
 - Work with in-house legal, finance, impact and country teams to manage workflows.
 - Refine policies and procedures where appropriate and produce standard templates.
 - General support for the day-to-day running and development of the company and team.

4. Profile

Interested candidates that meet the following requirements should consider applying.

▶ **Essential:**

- Eligible candidates must have the right to work in the United Kingdom without the need for sponsorship.
- Eligible candidates will be expected to have either:
 - an undergraduate degree with a minimum 2:1 or equivalent in Economics, Finance or a related subject AND at least 2 years of relevant experience (e.g. investment banking, private equity, financial consulting or similar); or
 - a postgraduate degree in Economics, Finance or a related subject AND some relevant work experience.
- Eligible candidates will be expected to offer an understanding of the challenges involved in:

- agricultural development,
 - investing in commercial agriculture,
 - investing for impact, and
 - living and/or working in sub-Saharan Africa.
- Eligible candidates will have strong finance and accounting knowledge, as well as excellent quantitative skills. They will be expected to offer experience of conducting financial modelling in packages such as Microsoft Excel. Shortlisted candidates will have their quantitative skills tested as part of the recruitment process.
 - Eligible candidates will have excellent written skills, including an ability to take complex analysis and summarise its key take-aways in a structured and succinct manner. They will also offer the skillset and attention to detail required to prepare high-quality board-level documents. Shortlisted candidates will complete a writing exercise as part of the recruitment process.
 - Eligible candidates will be fluent in English and have excellent presentation and communication skills. They should have the interpersonal skills required to engage an audience. Successful applicants must be comfortable with presenting technical material to board-level committees, as well as external partners.
 - Eligible candidates will be self-starters that can work independently, as well as part of a team. We are looking for individuals with the humility, patience and good humour required to make strong team players.

► **Desirable:**

- Candidates will ideally offer experience of conducting and reviewing project finance/ cash flow lending modelling.
- Candidates will ideally offer experience of living and/or working in a developing country context.
- In addition to English, candidates will ideally speak French, Portuguese or Swahili to a conversational level.
- Candidates will ideally be available to start work at short notice / as soon as possible.

5. Why should you join us?

In addition to joining a friendly, collaborative team, we will offer the following:

- Competitive salary and benefits package
- Discretionary annual performance bonus
- Private medical insurance
- Opportunity to gain international experience and be part of a diverse team
- Flexible working
- The opportunity to contribute to Africa's economic development

- Opportunity to travel internationally

If you are ready to apply, please email us at careers@agdevco.com attaching:

- Your CV
- Education certificates/ transcripts
- A summary of your master's/ PhD thesis topic (where applicable)
- A covering letter outlining your interest and experience in impact investing and agricultural development
- In the email's subject please write "ANALYST 2019"

The shortlisted candidates will be asked to write an essay prior to being invited for an interview.

Please note that we are unable to individually respond to every application. If you have not heard back from us within 2 weeks, we regret to inform that your application was not successful.

AgDevCo is an equal opportunity employer.

"In submitting this application, I agree that AgDevCo may collect the personal data it contains and use that data for current and future recruitment. In the event that my application is unsuccessful, I understand that my details will be securely destroyed after six months."