

VACANCY NOTICE



LEGAL & COMPLIANCE MANAGER

Are you ready to work at a Corporation that is commercially focused, highly innovative and offers great opportunity for learning? If you believe that you are a dynamic, zealous and highly committed individual with exceptional work ethic, BDC is looking for you, to join a team that is driving the investment arm of our country and contributing greatly to the economy.

Reporting to the **Head, Legal and Company Secretary**, you will be responsible for developing and providing guidance on all compliance issues and promoting a compliance culture within the Corporation. You will also be responsible for monitoring relevant legislation, internal rules and policies impacting the business, including company and industry standards, and pro-actively assisting the business in implementing new and/or amended regulatory requirements.

You will play an active role in the drafting and implementation of Anti Money Laundering policies and processes and ensuring timeous reporting of suspicious transactions to regulators. You will also be expected to prepare compliance reports/returns to regulators, management and various committees. To succeed in this role, you must be a collaborator with integrity, highly enterprising and most importantly, focused on delivering results.

You must have a Bachelor's Degree in Law (LLB) or a related field, with at least eight years experience gained in the corporate legal and compliance environment, governance or group assurance at a Bank or Investment Company or any relevant financial services institution, or proven ability to work in a fast paced and ever-changing environment. A postgraduate qualification in compliance will be an advantage.

INVESTMENT OFFICER

You will be responsible for research, support with due diligence processes, company valuations and execution of investment opportunities as well as ongoing maintenance and monitoring of portfolio companies in line with the Corporation's investment strategy. The candidate will also be required to develop relationships with investee companies, banking partners, potential co-investment partners and relevant advisory firms for deal execution purposes. The candidate will be an integral member of the investment team and will work closely with **Senior Investment Officers** and report to the **Investment Principal**.

You will also have significant interaction with members of the finance team and the Board's investment committee. You will be expected to develop a deep understanding of the Corporation's long-term investment strategy and be able to articulate that knowledge both internally and externally.

The candidate must demonstrate a proficiency in financial and accounting terms and techniques, economics and investment analysis, as well as having the required work experience. To succeed in this role, you will have bachelor's degree in finance, Economics, or Accounting A graduate business degree, Chartered Accountant, and/or Chartered Financial Analyst (CFA) and/or MBA designations will be an added advantage. You will also have 4 to 6 years of experience in advising on or investing in alternative investment strategies such as private equity transactions, buyouts, leveraged finance and growth equity sectors, prior experience should include responsibilities for research, valuation, due diligence, monitoring and value creation for debt or private equity investment and significant experience performing complex financial analysis, modelling, company valuations, and comparable company analyses.

Remuneration

BDC offers a commensurate package with attractive benefits.

Only candidates who meet the above requirements need apply by submitting their curriculum vitae and copies of certificates to recruitment@bdc.bw not later than 03 April 2020.