

TERMS OF REFERENCE

Operations Officer (consultant) IFC Korea Office

1. BACKGROUND

IFC—a member of the World Bank Group—is the largest global development institution focused on the private sector in emerging markets. We work in more than 100 countries, using our capital, expertise, and influence to create markets and opportunities in developing countries. In fiscal year 2022, IFC committed a record \$32.8 billion to private companies and financial institutions in developing countries, leveraging the power of the private sector to end extreme poverty and boost shared prosperity as economies grapple with the impacts of global compounding crises. For more information, visit www.ifc.org.

IFC's strategy in East Asia and Pacific (EAP) aims to substantially increase cross-border investments, including Korean outward investments in cooperation with Korean government agencies, Korean banks and funds, and Korean companies investing overseas. Investment from Korea into developing and transition economies is increasing significantly. In an effort to identify project opportunities for IFC as related to foreign investment flows from Korea, IFC is currently seeking an Operations Officer (consultant) to be based in Seoul, Republic of Korea.

2. OBJECTIVES/ PURPOSE OF ASSIGNMENT

The Operations Officer for IFC Korea office will support the implementation of IFC and World Bank Group strategies. S/he will report to the IFC Korea Resident Representative and support the Resident Representative in all aspects of the IFC activities in the country. This will include, developing and maintaining relations with Government officials, business development and relationship management with key stakeholders, as well as promoting and coordinating IFC's operations in Korea.

The selected candidate will work directly with new/ existing clients to identify business opportunities and actively manage portfolio projects. The overall goal is to maximize the impact of IFC's intervention and to contribute to the regional and/or sector/industry development in our countries of operation.

3. TASKS

Working closely with IFC team members, tasks will include:

- Proactively identify potential investment partners and opportunities for cross-border investments out of Korea based on industry experience, reputation, market potential, financial capability, and strategic fit which will include sector mapping and financial analysis;
- Source and assess opportunities, identify bankable projects to develop new business transactions;
- Develop and guide teams in the preparation of pitchbooks and client proposals in support of new business;
- Support business development efforts and projects execution including upstream activities;
- Build and maintain strong relationships with clients, global and regional private businesses, banking and multilateral partners and government officials to further develop the sector and to develop specific investment opportunities;
- Coordinate and manage sector specific events and help in providing in-country support and assistance in arranging IFC missions;
- Oversee gathering of information on sectors, trends, and terms of domestic and international investment;

- In coordination with other internal teams, support Resident Representative, in overseeing projects including developing client briefs; cooperation agreements, MOUs, integrity due diligence on local sponsors and businesses;
- Prepare a variety of written products and communications, including important components of major reports;
- Support office administration as needed

4. QUALIFICATIONS

- Master's degree in Business Administration (MBA), Finance or relevant fields; CFA a plus;
- A minimum of 6 years of substantial and relevant professional experience in corporate finance, private equity, accounting firms or consulting firms with a proven track record of sourcing deals and business development in Korea with Korean corporates;
- Advanced skills to review and analyze financial information. Knowledge and experience in global financial markets including expertise in emerging markets is advantageous;
- Strong written, presentation, and communications skills in English and ability to synthesize and present information effectively and tailored to different audiences;
- Experience in identifying, originating and qualifying new business opportunities developing and executing results-driven client engagements;
- Demonstrated strong written, presentation, and communications skills in English and ability to synthesize and present information effectively and tailored to different audiences;
- Excellent business judgment and problem-solving skills to identify issues, present creative, practical solutions, and make and commit to sound decisions, anticipating short- and long-term implications;
- High degree of diplomacy and sensitivity in dealing with internal and external clients, staff and managers at all levels. Discretion in handling confidential and sensitive information

Application Due: January 30th, 2023

Please send the application to Allison Chun @ hchun@ifc.org