

**USAID Business Enabling Project in Serbia
Invites Eligible Candidates to Apply for the position of**

Access to Finance Specialist

USAID Business Enabling Project (“BEP”), implemented by Cardno Emerging Markets USA and its counterparts, is a multi-year initiative launched in January 2011. The purpose of the Project is to help the Government of Serbia improve the competitiveness of the Serbian economy, its macroeconomic position and its private sector businesses. The Project provides technical assistance, training, and other forms of support to improve the business enabling environment and macroeconomic stability, as well as to further develop financial markets. The Project is demand-driven: all activities are based on the priorities of the private sector and the Government. Please see www.bep.rs for a detailed description of the project.

Cardno Emerging Markets seeks an **Access to Finance Specialist** to assist the Project’s efforts to improve and increase small- and medium-sized enterprise (SME) access to finance. The work will be part of the Project’s Component 3, Financial Market Development, which aims to help Serbian financial markets increase competitiveness and affordability of financial services, create the adequate regulatory framework for non-banking financial institutions and improve regulatory environment for SME borrowing. The assignment will help implement activities aimed at increasing capital available to businesses through the creation of a regulatory framework for non-banking financial institutions.

Responsibilities of the Access to Finance Specialist include:

- Assistance in managing the completion of a comprehensive evaluation of constraints to SME access to finance in Serbia. This will include overseeing and monitoring the work of external technical experts working on different technical areas of research in SME finance; reviewing and summarizing technical reports and recommendations; prioritizing tasks and undertakings; reporting on the progress of ongoing efforts; and consulting with market participants on the findings and recommendations of the BEP study.
- Undertaking research and information-gathering on various topics related to SME finance under the direction of the BEP Economic Advisor. This will include desk research; interviews with various financial institutions, market participants, enterprises and policymakers; and primary research and analysis of selected issues and constraints.
- Coordinating and managing the preparation of a final report, or “White Paper”, that will be presented to policymakers and industry practitioners. The expert will not be asked to draft a report, but should be able to lead the assembly of the report and coordinate inputs for the report from various sources, including the BEP Economic Advisor.
- Preparing action plans for the implementation of BEP recommendations.
- Coordinating outreach and publicity activities. This will include the coordination and planning of a public event on the constraints to SME finance; working with the BEP media expert to arrange for wide publicity of the BEP evaluation; and preparing press releases and summaries of issues raised in the report.

Selection Criteria:

- University degree with concentration in finance, business, economics, or other relevant discipline required.
- Between 5 and 10 years of relevant working experience. Banking sector experience will be considered an advantage.
- Familiarity with SME policy and SME financing.
- Experience in project management.
- Ability to work with limited supervision and to think independently.
- Ability to work effectively under time constraints with a high degree of accuracy and with strong capacity to produce quality output.
- Proven ability to demonstrate initiative, monitor issues and tasks, meet deadlines and priorities, and ability to work in a team.
- Ability to communicate ideas clearly and confidently, articulate issues and recommend practical solutions.
- Strong oral and written English skills, including ability to write and edit project/program documents.
- Demonstrated ability to prepare proposals, concept papers and reports to a high-level of English proficiency.
- Strong interpersonal skills and proven ability to build cooperative networks.
- Strong analytical and organizational skills.
- Strong computer skills, with an emphasis on Word, Excel and Powerpoint.

Application:

Qualified applicants are invited to send their CVs in English by March 30, 2012, to info@bep.rs. Only shortlisted candidates will be notified.