



EUROPEAN COMMISSION

Job Description Form

Job description version 2 (*Approved*)
Job no. 496089 in *INTPA.A.DEL.Kenya*
Valid from 16/09/2026

Job Holder

Job Profile

Position

CONTRACT AGENT FGIV

Job title

Programme Officer - Investment

Domains

Generic domain

EXTERNAL RELATIONS

Intermediate domain

Specific domain

Sensitive job

No

Overall purpose

Under the supervision of the Team Leader responsible for Global Gateway or another designated official, lead and coordinate the full project lifecycle in the health, education and agriculture value chains sectors. Analyse and prepare guarantee and blended finance operations to support sustainable development, providing technical expertise and thematic support on guarantee and investment concepts, namely under Global Gateway. Contribute to policy definition and engage with stakeholders to promote sustainable finance solutions, and investment supervising and monitoring implementation to ensure alignment with organisational objectives and partnerships policy. Promote a Team Europe approach to cooperation with Member States, their agencies and national development banks, export credit agencies and business and private sector organisations as well as European financial institutions.

Functions and duties

+ TECHNICAL ANALYSIS and ADVICE

- Provide expert advice and analysis on guarantee and investment policies, namely under Global Gateway, ensuring alignment with strategic objectives and priorities.
- Develop and apply financial analysis and structuring techniques for blending operations, ensuring that guarantee and investment instruments are used effectively to leverage private sector investment and achieve development objectives.
- Ensure that investment operations are compliant with relevant legal frameworks, guidelines and contractual requirements, including advice and analysis on the full project-cycle for blending operations and guarantees, providing guidance on contractual management and dispute resolution.
- Provide technical expertise on financial and non-financial risk management for guarantee and investment instruments and contribute to the development of policies and guidelines that ensure effective risk management and mitigation.
- Coordinate, where appropriate, with other sections in the EU Delegation.
- Report to the Team Leader, Head of Unit and the relevant services at Headquarters.

+ POLICY DEVELOPMENT

- Contribute to the development of investment policies and strategies that align with organisational objectives and sustainable development goals, ensuring a fundamental understanding of guarantee and investment concepts and their application in development finance
- Contribute to strategic policy alignment in programming, ensuring that investment initiatives are aligned with organisational objectives and sustainable development goals.

+ EXTERNAL RELATIONS

- Engage with stakeholders, including government institutions, private sector entities, and international banks, to promote the use of guarantees and investments as a tool for sustainable development, and to inform investment policy development.

Job requirements

Experience"

+ INTERNATIONAL RELATIONS (generic), FINANCIAL MARKETS and REGULATIONS, FINANCIAL INSTITUTIONS and INSTRUMENTS

Job-Related experience: at least 3 years

Qualifier: essential

Previous experience in a Delegation and/or appropriate experience in External Relations DGs services is considered a strong advantage. Experience in financial markets, investment and/or sustainable finance required as well as successful completion of the course: INTPA investment officer. Experience with EFSD+ Regional Investment Teams and/or Blending Platforms and Facilities highly relevant.

Languages

	Listening	Reading	Spoken interaction	Spoken production	Writing
French	B2	B2	B2	B2	B2
English	C1	C1	C1	C1	C1

Knowledge

- *FINANCIAL INSTRUMENTS and INSTITUTIONS, incl BANKING*
 - *FINANCIAL INSTITUTIONS and INSTRUMENTS*
 - *BANKS and other FINANCIAL INTERMEDIARIES*
- *INFORMATION and COMMUNICATION TECHNOLOGIES*
- *REPRESENTATION and NEGOTIATION*
- *JUSTICE and HUMAN/CIVIL RIGHTS*
 - *ETHICS and EQUALITY*
- *INTERNATIONAL RELATIONS (generic)*
 - *EXTERNAL RELATIONS*
 - *INTERNATIONAL PARTNERSHIPS*

Competences

- *Analysing and Problem Solving*
 - *Ability to conceptualise problems, identify and implement solutions*
 - *Capacity to analyse and structure information*
- *Communicating*
 - *Ability to chair meetings*
 - *Ability to understand and be understood*
 - *Capacity to communicate technical or specialised information*
 - *Drafting skills*
 - *Negotiation skills*
- *Delivering Quality and Results*
 - *Ability to work in a proactive and autonomous way*
 - *Eye for detail / Accuracy*
 - *Quality & process management abilities*
- *Learning and Development*
 - *Flexibility (openness towards new demands, etc.)*
- *Prioritising and Organising*
 - *Capacity to deliver in a structured way*
- *Resilience*
 - *Stress resistance*
- *Working with Others*

Job Environment

Organisational entity

Presentation of the entity:

Job related issues

- ☐ Atypical working hours
- ☐ Specialised Job

Missions

- ☐ Frequent, i.e. 2 or more missions / month
- ☐ Long duration, i.e. missions lasting more than a week

Comments:

Workplace, health & safety related issues

- ☐ Noisy environment
- ☐ Physical effort / materials handling
- ☐ Work with chemicals / biological materials
- ☐ Radioprotection area
- ☐ Use of personal protective equipment
- ☐ Other

Comments:

Other

Comments: