 OXUS DEVELOPMENT NETWORK	Job profile	Investment Intern OXUS Development Network	Octobre 2013
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Position: Investment Intern

Location: Paris, France

Duration: 6 months

Starting Date: Octobre 2013

I. Job Description:

About the organization

OXUS is a microfinance group created in 2005 at the initiative of ACTED, the Agency for Technical Co-operation and Development, a French worldwide NGO. Capitalizing on ACTED's 10 years experience in microfinance, OXUS currently features 4 MFIs, in Tajikistan, Kyrgyzstan and Afghanistan and Democratic Republic of Congo.

About the job

In the context of Oxus Group development, Oxus Development Network is recruiting an Investment Intern. He (or she) will work under the direct supervision of Investment Officer and take part in all activities linked to the development of Oxus Development Network.


II. Responsibilities:

The Investment Intern will assist the Investment Officer in the following tasks :

- Identify countries which could be investment targets for Oxus;
- Prepare investment proposals: analysis of the financial sector and the microfinance industry, analysis of the legal and regulatory framework, preparation of business plans including technical assistance plans, identification of potential investors/donors to complete shareholding structure, application for grant funding to finance technical assistance and training programs during the initial creation and development phase of the MFIs;
- Provide support during negotiations with investors and the investment process in close contact with the various counsels (legal, tax, notary, ...);
- Provide support during the pre-operational phase during registration and launching of operations in new countries;
- Prepare, coordinate and/or perform feasibility studies and various assessments;
- Provide support for the development of Oxus Group business plan and strategy; provide support for Oxus Group fundraising;
- Monitors technical assistance grants and liaise with donors/investors
- Provide support for the development and implementation of the SAMN Investment Facilitation Initiative;

III. Qualifications and skills required:

- Master's degree or equivalent from business school, engineering school or university;
- Strong analytical skills;
- Good organizational and interpersonal skills;
- Excellent verbal and written communication skills;
- Creativity and flexibility;
- Capacity and willingness to learn new skills quickly;
- Strong interest in development issues;
- Fluency in English and French is a prerequisite.

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IV. Conditions:

- Internship
- Duration : 6 months
- 436 EUR monthly + tickets restaurants

V. To apply:

Please submit an application letter together with a detailed CV, **in French or English**, highlighting (1) relevant experience, proven skills, and (2) references to the following mail: jobs@oxusnetwork.org