



# RESERVE BANK OF VANUATU

PMB 9062 – EMILE MERCET STREET– PORT VILA – VANUATU  
TEL: (678) 23333 – FAX: (678) 24231  
EMAIL: [rbvinfo@rbv.gov.vu](mailto:rbvinfo@rbv.gov.vu) / [enquiries@rbv.gov.vu](mailto:enquiries@rbv.gov.vu)  
WEBSITE: [www.rbv.gov.vu](http://www.rbv.gov.vu)

## VACANCY NOTICE

The Reserve Bank of Vanuatu invites applications from qualified Ni-Vanuatu candidates for the position of two (2) **Financial Institutions Supervisor**.

### Financial Institutions Supervisor

The **Financial Institutions Supervisors** will report directly to the Manager of Banking Supervision Unit or Manager of Other Financial Institutions Supervision Unit, and Director of the Financial Institutions Supervision Department. His/her main duties include but not limited to the following:

- Collection and monitoring of data and general information on all aspects of the operations of banks and other financial institutions, including balance sheets and income statements;
- Investigate the accuracy and timeliness of data, or failure to submit required reports;
- Analyse information submitted by banks and other financial institutions to determine whether there has been a violation of statutes, regulations and guidelines, and to highlight potential risks in banks and other financial institutions;
- Ensure banks and financial institutions comply with the relevant Acts and regulations and that their enforcement are in accordance with those relevant Acts and regulations;
- Undertake certain standard analytical work using established procedures and guidelines; Present the analysis in acceptable format to facilitate the drawing of pertinent conclusions regarding the performance and status of banks and financial institutions;
- Participate in the on-site visits and prudential consultations with the banks and financial institutions. This includes pre-onsite reviews and discussions, onsite programs and agendas, actual onsite reviews, wrap-up meetings and report write ups;
- Participate in the development of information system and specialized returns from banks and financial institutions;
- Participate in the initiation of changes in the relevant Acts, regulations or directives.
- Statutory updates and producing of quarterly and annual reports and maintaining of statistical database and risk profiles of each banks and financial institutions.
- Assist with the processing of banking license applications including assessment of business plans and liaising with applicants in relation to their applications; and
- Undertake other duties and responsibilities as required by his/her Manager and/or Director.

### Requirements:

- Must have a good degree in Economics, Banking & Finance, Accounting and/or Commerce from a recognized University.
- Must have high analytical skills including the ability to analyse financial statements, a good understanding of banks and financial institutions operations, and economic issues;

- Experience in banking and any other financial institutions' operations would be an advantage;
- Must have an understanding of relevant Acts and regulations;
- Must have sound computing skills, with proficiency in Microsoft Office applications for the purpose of analysis, report writing and other work related tasks;
- Must have sound judgment, problem solving skills and intuitive;
- Must have strong written and oral communication skills including ability to produce high quality briefing and analytical reporting on bank and financial institutions performance;
- Must have very good interpersonal skills, including ability to build relationships with stake holders;
- Must be strong team player and able to meet deadlines; and
- Must be able to work with limited supervision;

Applicants must be able to provide medical report and Police Clearance.

### **General Conditions**

An attractive remuneration package will be offered which will be commensurate with experience and qualifications. Applicants should be fluent in both written and spoken English and have a good knowledge of French.

Written applications should include:

- A curriculum vitae;
- Copies of relevant qualifications (degrees etc) and supported by certified academic transcripts;
- A statement in support of application addressing the requirements (totaling not more than 3 pages); and
- The names and contact details of at least two (2) referees.

Applications without certified academic transcripts will not be considered. All applications should be received by **Friday January 8, 2021** and addressed to:

**The Governor  
Reserve Bank of Vanuatu  
Private Mail Bag 062  
PORT VILA  
sathy@rbv.gov.vu**

The Reserve Bank is an equal opportunity employer.