



RESERVE BANK OF VANUATU

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VACANCY NOTICE

Position: Risk Analyst

Department: Financial Markets (Middle Office)

Reference No.: DFM-303.01

The Reserve Bank of Vanuatu (RBV) invites applications from suitably qualified and experienced individuals to fill the position of Risk Analyst within the Department of Financial Markets.

Position Purpose:

The Risk Analyst in the Middle Office ensures that foreign exchange reserves are managed prudently, minimizing the Bank's exposure to market and operational risks. This role ensures Front and Back Office staff adhere to risk benchmarks outlined in the Investment Guidelines and related foreign reserves management manuals. The Middle Office bridges the knowledge gap between the Front and Back Offices.

Key Responsibilities:

1. Conduct regular compliance checks on all types of risks (credit, market, liquidity, operational) and report any deviations from benchmarks.
2. Monitor compliance with tactical decisions made by the Investment Committee.
3. Regularly report the risk profile of RBV's investment portfolio to the Investment Committee.
4. Oversee transactions, settlements, confirmations, reconciliations, filing, and accounting in the Back Office, reporting directly to the Manager Middle Office and Head of Department.
5. Review transaction bookings in the portfolio management system to ensure alignment with market confirmations.
6. Provide analysis and recommendations on revising Investment Guidelines based on foreign exchange and international market developments.
7. Maintain accurate records of incoming and outgoing communications.
8. Support the development of robust systems and data architecture to manage risk profiles effectively.
9. Ensure timely reporting to the Investment Committee Chairman, members, and Head of Department, while performing assigned activities within the Financial Markets Department.
10. Perform other duties as requested by the Manager Middle Office and Head of Department.

Performance Measurements:

- Accuracy and timeliness of reports and analysis
- Ability to perform under pressure
- Demonstrated teamwork and collaboration

Qualifications:

- **Education/Certification:** Graduate in Finance, Economics, Accounting or related discipline
- **Required Knowledge:** International financial markets, foreign exchange, exchange rates, monetary policy, risk management, and computer literacy
- **Skills & Abilities:** Research skills, teamwork, strong written and verbal communication, liaison skills
- **Experience:** Minimum 2–3 years in a relevant field

Remuneration and Conditions

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

Application Process

Applications must be received no later than **April 17, 2026** and should be addressed to:

**The Governor
Reserve Bank of Vanuatu
Private Mail Bag 9062
Port Vila
VANUATU**
aletlet@rbv.gov.vu or recruitment@rbv.gov.vu

The Reserve Bank of Vanuatu is an equal opportunity employer committed to promoting a professional and inclusive work environment.