

Temporary Compliance Officer (12-month term)

InfraCo Africa seeks to alleviate poverty in frontier markets: by mobilising private sector expertise and finance to develop high-quality infrastructure projects that enable sustainable economic development.

Our Company

InfraCo Africa seeks to alleviate poverty by mobilising investment into sub-Saharan infrastructure projects. It does this by:

- Investing directly into early-stage projects which need the financial commitment and support that InfraCo Africa can bring
- Funding experienced teams to provide project development leadership
- Providing equity to close a financing gap and start construction
- Investing into innovative businesses that need our support to scale-up or enter new markets

Established in 2004 as part of the Private Infrastructure Development Group ([PIDG](#)), InfraCo Africa is managed as a private company although funded by the governments of Switzerland (via [SECO](#)), the Netherlands (via [DGIS](#)) and the UK (via [FCDO](#)). This means that our work reflects our shareholder's objectives and is delivered using proven business practices. It also means that we are continuously balancing commercial viability and development impact. For example, we get involved in infrastructure projects before everyone else, at a stage when the costs and risks are too high for the private sector. We will prioritise projects in the poorest or most fragile countries and those that are the first of their kind or doing something truly innovative to help local communities. Yet, we also choose projects that with our help can become bankable and reach financial close, enabling us to recover our costs and reinvest. Our projects are also developed to the highest environmental, social, health and safety standards and we embed good governance, transparency and leading ABC practices into everything that we do. The inherent tension, between development impact and commercial viability, is unique to InfraCo Africa and differentiates our involvement in projects.

InfraCo Africa's commitment ensures that infrastructure is developed to the highest standards: from a concept, to a financeable investment opportunity, to a proven operating business. Our projects improve living standards and empower economic development across sub-Sahara Africa.

Our People

Our Business Development Team: has a deep expertise in the technologies it develops, in governance and in project contracting and financing. They are responsible for the origination and development of InfraCo Africa's projects.

Our Asset Management Team: has a deep expertise in the construction of infrastructure projects and the governance of successful businesses. They are responsible for overseeing the construction and operation of InfraCo Africa's projects, protecting its corporate interests and ultimately managing its exit and successful recovery of invested funds.

Our Investment Team: has a deep expertise in identifying, evaluating and managing investments. They are responsible for identifying and managing InfraCo Africa's investment into innovative operating infrastructure businesses. They are also responsible for protecting InfraCo Africa's corporate interests, and ultimately managing its exit and successful recovery of invested funds.

Our Corporate Team: has a breadth of expertise from financial management and accounting to development impact, corporate and project law, HR and marketing. They are responsible for the effective and efficient operation of our business. The Legal and Compliance team comprises of the General Counsel & Head of Compliance, three Senior Legal Counsel, two Legal Counsel, a Senior Compliance & Risk Officer and a Compliance Officer.

Your Role

You will work as part of the Corporate Team reporting to the General Counsel & Head of Compliance, supporting the Senior Compliance & Risk Officer. You will work across all projects in all infrastructure sectors (power, water, transport, etc.) and all Sub-Saharan Africa countries in which we operate.

Your Responsibilities

As a Compliance Officer, you will work alongside all members of the Legal and Compliance team to implement InfraCo Africa's compliance function. The compliance function is responsible for corporate governance and managing the financial crime and data protection risks of the business. The role of Compliance Officer can be divided into the following areas:

Projects

- Undertaking know-your-customer checks and other due diligence on new projects;
- Undertaking due diligence on an ongoing basis to keep the know-your-customer file up to date;
- Assisting in investigations;
- Reviewing ad hoc requests from projects;

Corporate

- Supporting the Compliance Team with the maintenance and implementation of our compliance policies, the PIDG Operating Policies and Procedures and ISO 37001 certification;
- Assisting with internal reporting;

Administrative

- Assisting with the filing of signed documents on Dropbox; and
- Undertaking general ad hoc administrative tasks to support the Legal and Compliance team as needed.

Your Experience and Qualifications

We expect you to:

- Have a degree (a law degree is preferred but not essential);
- Have a strong academic record; and
- Either 1 to 2 years of experience or a demonstrable interest in Compliance

Your Personal Qualities:

The ideal candidate must be able to demonstrate the following:

- An interest in the job and a "can do" attitude;
- An eye for detail, strong organisational skills and able to take responsibility for own workload;
- Excellent written and spoken communication skills;
- Good IT skills;
- Must be a team player, willing to help out wherever needed;
- An interest in Africa would be beneficial;
- English as the main spoken and written language; and
- French language skills (desirable but not necessary).

Location: This position could be based in either Nairobi (Kenya) or Casablanca (Morocco).

Term: 12-month fixed-term contract starting in June 2022. This may be extended dependent on business needs at the time.

Package: Available on request.