

Vacancy Announcement **Ethiopian Investment Commission**

Position: Senior Investment Aftercare Advisor

Contract Duration: One year with a possibility of extension

Duty Station: Addis Ababa

Department: Investment Facilitation & Aftercare Directorate

Required Number: 1

Salary & Benefits: Competitive

Application Deadline: 24 February 2025

BACKGROUND:

The Ethiopian Investment Commission (EIC) is an autonomous government institution accountable to the country's Investment Board, which is chaired by the Prime Minister. The Commission has the main objective of establishing a conducive investment climate, attracting and retaining investments, and implementing a transparent and efficient investment administration system in Ethiopia. The EIC has three broad verticals for attracting FDI and improving the services provided to investors – Promotion and Research, Investment Operations: Facilitation and Aftercare, and Special Economic Zones.

To further strengthen the institutional implementation capacity and enhance effective implementation of the investment facilitation and aftercare support to the investors, the Ethiopian Investment Commission in partnership with the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH would like to hire Senior Investment Aftercare Advisor. The Senior Advisor expected to maintain relationships with established companies and fulfill ongoing requirements by identifying the key challenges, constraints, and opportunities to retain investors and improve service delivery of the Ethiopian Investment Commission.

Key Responsibilities and Duties:

- Handle investor grievance cases and work on drawing systemic approach and procedures for enhancing investor confidence and for handling investor grievances both within and outside of the special economic zones.
- Support the assessment, design and recommendation of relevant incentives schemes for investor attraction and retention.
- Identify the challenges companies are facing, develop recommendations and present to the EIC management and other relevant stakeholders.
- Design mechanism and support targeted expansion and re-investment of existing investment projects.

- Develop key performance indicators and systems for data gathering analysis and management decision making regarding investment aftercare support in collaboration with the Investment Policy Advisor.
- Provide proactive investor aftercare support – maintaining relationships with established companies and fulfilling ongoing requirements to retain companies and encourage expansion.
- Provide support and retain investors by identifying the key challenges, and opportunities and help improve service delivery of the EIC.
- Work closely with the EIC Investment Aftercare and Facilitation Directorate and collaborate with relevant ministries to solve investor issues and strengthen aftercare service delivery.
- Keep track of progress of existing investment projects, assess their performance and impact.
- Address the challenges hindering operation and growth of investments by removing obstacles at different stages of investments i.e., launch, operation, and expansion.
- Check-in frequently to identify and solve challenges and pinpoint incentive areas to encourage investors to expand and/or diversify their businesses to improve retention.
- Explore re-investment and expansion opportunities proactively to ensure investors are well informed of opportunities.
- Monitor enterprises developments, communicate opportunities and threats to the EIC management.
- Support establishing a direct communication line, available all week 7/24 for investors

REQUIRED QUALIFICATIONS:

- Education: University qualification (Master’s Degree) in Law, Economics, Business Administration, or other relevant disciplines.
- Minimum of 7 years of relevant work experience in the investment promotion, facilitation & aftercare support, investment and management consulting.
- Proven work experience in public or private sector development in a customer-focused organization with international clients.
- Demonstrable skills in marketing, sales, and networking with good record of results.
- Knowledge of the investment operations and investor retention and follow-up.
- Excellent interpersonal skills and ability to negotiate and persuade.
- Strong analytical and data gathering skills.
- Excellent oral and written communication skills and a strong set of personal values.
- Professional command of written and spoken English and Amharic language.
- High level of integrity, professionalism, and commitment to public service.

APPLICATION INSTRUCTIONS:

We invite all interested candidates meeting the required qualifications to submit (i) a cover letter and (ii) CV (maximum 3 pages) via Email: Jobs.vacancy@eic.gov.et

It is mandatory to mention the position title in the subject line of your application email.

Women are highly encouraged to apply.

Only short-listed candidates will be contacted.