



## **Treasury Specialist**

**Posting Date:** 01 September 2025

**Location:** Istanbul, Türkiye

**Contract Type:** Fixed-term

**Contract Length:** 1 year (renewable upon satisfactory performance)

**Posting End Date:** 22 September 2025

### **About the Bank**

The Economic Cooperation Organization Trade and Development Bank (ETDB), is an international financial institution with headquarters in Istanbul, Türkiye. It was established with the vision of becoming the financial pillar of economic cooperation among all Economic Cooperation Organization (ECO) member states by fostering sustainable development and integration.

### **About the Job**

The Treasury Specialist, reporting to the Head of Treasury, plays a critical role in managing the Bank's assets and liabilities, optimizing the investment portfolio, and ensuring effective fund mobilization. The Specialist will also contribute to the design and monitoring of the Bank's treasury portfolio, risk management, and implementation of investment strategies.

This role requires close collaboration with the Vice President of Finance and the Asset and Liability Management Committee (ALCO) to align with the Bank's financial objectives and market strategies.

### **Required Qualifications and Skills**

The ideal candidate must possess the following qualifications and skills:

- Bachelor's Degree in Finance, Accounting, Business Administration, Economics, Mathematics, or a related field. A Master's Degree in these fields is preferred.
- Minimum of 5 years relevant experience, preferably acquired in a multilateral or international organization, development banks, and investment banks.
- Advanced proficiency in MS Office particularly Excel (pivot tables, financial formulas, macros) and PowerPoint.
- Familiarity with financial software tools (e.g., Bloomberg, Refinitiv) and ERP systems such as SAP.
- Excellent command of written and spoken English.
- Strong interpersonal skills, with the ability to build and maintain relationships across all organizational levels.
- Exceptional organizational skills, with a keen attention to detail and the ability to articulate complex issues clearly.
- Ability to multitask and perform well under pressure.
- Strong problem-solving and analytical capabilities.

## **Job Description**

Key responsibilities of the Treasury Specialist include:

- Structuring the Bank's assets and liabilities to optimize risk management, maturity schedules, and interest rate exposure.
- Managing market risks, including monitoring interest rate, currency sensitivity across the Bank's portfolio as well as stress testing and contingency planning.
- Overseeing day-to-day liquidity and funding management.
- Providing regular analytical support and reports to the ALCO.
- Managing the Bank's investment portfolio, ensuring liquidity and compliance with investment strategies.
- Formulating and executing strategies for fund investments, in line with the Bank's Asset and Liability Management (ALM) policies.
- Executing deals in both local and international financial markets.
- Developing and strengthening relationships with financial institutions to enhance cooperation and investment opportunities.
- Monitoring market trends and movements to guide investment decisions.
- Mobilizing funds for the Bank's operations, including planning and managing financing initiatives.
- Evaluating funding needs based on financial projections, liquidity, and currency requirements.
- Identifying and assessing funding opportunities in member and non-member countries.
- Structuring, negotiating, and executing bond issues in public and private markets.
- Coordinating documentation for new borrowings, liaising with internal and external stakeholders.

## **Application**

Interested candidates should submit their CVs in English language to "HR@etdb.org".