

Banking and Non-Banking Financial Institutions (BNFI) Senior Specialist

Posting Date: 24 November 2025

Location: Istanbul, Türkiye

Contract Type: Fixed-term

Contract Length: 1 year (renewable upon satisfactory performance)

Posting End Date: 15 December 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

Under the guidance and supervision of the Head of Department, s/he develops and maintains relationships with Banks and Non-Bank FIs and prepares financing proposals through financial intermediaries. Observes the budget, work plan, number of signed agreements and number of new proposals.

The incumbent works in close collaboration with related departments to design, assessment and implementation of financially viable and economically sustainable operations with Member Countries' Banks through various products.

Required Qualifications and Skills

The ideal candidate must possess the following qualifications and skills:

- Bachelor's degree in Finance, Accounting, Business Administration, Economics, or International Relations. A Master's degree in these fields is preferred.
- 6 years of relevant work experience in a large commercial or investment bank, preferably within a multilateral development bank, with a focus on financial institutions.
- Proficiency in MS Office particularly Excel and PowerPoint.
- Knowledge about international trade finance products.
- Basic understanding of bank balance sheet analysis.
- Familiar with legal concepts regarding bank-to-bank loan documentation.
- Acquainted with the correspondent banking applications.
- Experience in DFI and MDB relations.
- Excellent command of written and spoken English.
- Key competencies include teamwork, client orientation, success orientation, loyalty, and self-motivation.
- Strong analytical and organizational skills, adaptability, ability to influence and capabilities in leadership, strategic thinking, creativity, and initiative.

Job Description

Key responsibilities of the Senior Specialist include:

- Identifying, designing, assessing and implementing financially viable and economically sustainable operations to achieve the Bank's objectives in various sectors.
- Designing, implementing and monitoring the Bank's trade finance policies and operations.
- Identifying, designing, assessing and implementing financing operations that promote SME sector development in member countries.
- By coordinating with the Office of the General Counsel and other relevant organizational departments in the Bank, taking part in developing and negotiating the financing packages.
- Establishing and developing relations with correspondent banks/ financial institutions in order to ensure BNFI transactions with them
- Examining and monitoring ongoing financing operations through financial intermediaries when and where necessary,
- Supporting the Department Head to determine the necessary resources and to prepare the budget in accordance with the work plan.

Application

Candidates are expected to send their CVs **in English language** to "HR@etdb.org". When submitting your application, please indicate **"Banking and Non-Banking Financial Institutions Senior Specialist"** in the subject line.