



CENTRAL BANK OF SOLOMON ISLANDS

APPLICANT INFORMATION PACKAGE

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| POSITION TITLE: | Senior Analyst Payment Systems Operations and Support - Automated Transfer System/Central Securities Depository (ATS/CSD). |
| REFERENCE NO.: | 3/2023 |
| DEPARTMENT: | National Payment Systems Department |
| WORK UNIT: | |
| REPORTS TO: | Manager, National Payment Systems Department |
| LEVEL: | 17 |
| BASE SALARY RANGE: | SBD\$130,518.50- \$153,217.37 |
| ESSENTIAL QUALIFICATION: | <ul style="list-style-type: none">• A degree in business administration, finance, banking, accounts or any other related area. |
| ESSENTIAL EXPERIENCE: | <ul style="list-style-type: none">• Minimum of 3 years of banking experience especially in payments, exchanges and settlements, securities, nostro reconciliations etc. |
| ESSENTIAL PERSONAL ATTRIBUTES: | <ul style="list-style-type: none">• Must be Punctual/good time keeper both for work and meetings.• Trustworthy and honest.• Works well in a team.• Prioritizes own work and delivers work on time.• Can work under pressure.• Accurate with attention to detail. |
| ESSENTIAL TECHNICAL COMPETENCIES | <ul style="list-style-type: none">• Good report writing skills.• Payment instruments and infrastructure – understanding of SWIFT is beneficial• Settlement infrastructure• Risk management and prevention• Computer and IT literacy• Analysis and problem solving• Project management |
| JOB DESCRIPTION | |
| JOB SCOPE AND PURPOSE | The officer will be responsible for operating all infrastructures owned and/or operated by CBSI, including the RTGS, the CSD and all interface applications within CBSI and between CBSI and the ATS participants. |

MAIN RESPONSIBILITIES

- To ensure ATS-CSD participants comply to rules and regulations for ATS-CSD operation and participation.
- To ensure adherence to procedures relating to the provision of intraday liquidity, handling of priority or emergency situations and managing business continuity, and their testing.
- To establish and maintain close working relationships with internal and external contacts including World Bank Group Payments System Development Group, International Financial Corporation and Montran Corporation.
- To ensure that the National Payment System strategy is harmonious with advancements in modern technology and matches market demand for a safe, reliable and secure payments infrastructure.
- To deliver quality customer service to Participants and the general public.

HOW TO APPLY

To apply for the position, you will need to submit the following:

- (1) An introductory cover letter.
- (2) A completed CBSI Recruitment Application Form (available on CBSI website or contact apeter@cbsi.com.sb to obtain a copy
- (3) A current Resume or Curriculum Vitae.
- (4) Two Reference Letters, one of whom must be a former/current employer and/or your lecturer.
- (5) Certified copies of academic qualifications and transcripts.

Incomplete Applications will **not be** considered.

All applications are to be addressed to:
The Secretary
Central Bank of Solomon Islands
P O Box 634
Honiara
Solomon Islands

Attention: Vacancy No. 3/2023

Application in sealed envelopes can be hand-delivered or posted by mail. Alternatively applications can be submitted by email to: apeter@cbsi.com.sb copied to recruitment@cbsi.com.sb

CLOSING DATE FOR ALL APPLICATIONS – 20 March 2023 at 4:30pm.

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

For further enquiries, please visit the CBSI website at <http://www.cbsi.com.sb> or contact the Human Resource Office on telephone 21791 ext.1412 or email: apeter@cbsi.com.sb copy: jaiapu@cbsi.com.sb