

## Overview:

The purpose of this role is to support a large institutional client managing a credit portfolio consisting of international Infrastructure/Energy Project Finance transactions. The post holder will work with a range of stakeholders to provide asset surveillance and loan asset management services including, as required, ongoing monitoring, analysis and efficient handling of credit transactions in line with clients' requirements, identifying relevant risk mitigation opportunities and on that basis provide robust recommendations for action, to allow client in-house credit functions the assessment of their risk position and making informed decisions.

**Vacancy Reference Number:** MSPA 2022- 005  
**Location:** Norwich or London  
**Job Description**

<b>Business Area:</b> Asset Surveillance – Infra Debt	<b>Last Update:</b> 12 April 2022
<b>Functional Title:</b> Portfolio Analyst	<b>Corporate Title:</b> Senior Associate
<b>Reporting Line:</b> Team Head Asset Surveillance, London	
<b>Responsible for</b> <i>Portfolio Management / Surveillance (for large institutional Client or other 3rd Party Clients):</i> Ongoing monitoring, analysis and efficient handling of credit portfolios in line with clients' requirements, identifying relevant risk mitigation opportunities and on that basis provide robust recommendations for action.	
<b>Purpose</b> <ul style="list-style-type: none"> <li>• Full time permanent role at Senior Associate level in the Asset Surveillance team (Infrastructure Debt) based in Norwich</li> <li>• Position is client facing and involves working with a range of stakeholders involved in Infrastructure/Energy Project Finance (PFI) to provide asset surveillance and loan asset management services</li> <li>• Successful candidate will need to demonstrate strong credit experience involving PFI and be familiar with related loan and security finance documentation</li> <li>• Role will involve credit risk related services including, as required, expert advice, analysis, monitoring, recommendation for action for a portfolio of project finance positions in time/format/quality as agreed with client, to allow client in-house credit functions the assessment of their risk position and making informed decisions</li> <li>• Initially, the candidate will be directly involved with a key institutional client with direct accountability for reporting on a book of PFI loans. Over the short- to medium-term the candidate may also be involved in service delivery to other clients.</li> <li>• The successful candidate will also assist with business development of the Asset Surveillance team, building on established and developing new, professional networks and cross selling other services offered by the wider firm.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Core Responsibilities for PFI Portfolio of Institutional Investor</b></li> </ul> <p><u>Ongoing Portfolio Monitoring and Analysis</u></p> <ul style="list-style-type: none"> <li>• Continuously monitor the development of individual portfolio transactions, perform Market/Sector research and analysis and inform management as well as client of any material developments on a portfolio of (mostly) performing loans</li> <li>• Regular (at least annual) analysis of key risks including financial risk, operational risk, off-taker/supplier/guarantor risk, country/regulatory risk and market risk (as applicable)</li> <li>• Preparation of robust and concise internal credit papers (credit review, waivers/amendments) according to agreed formats and in a timely manner for review by line manager to obtain relevant client approvals during loan life</li> </ul>	

- Work with line manager and responsible people to ensure smoothed credit process
- Review/update of cash flow models (incl. base case and downside/stress case scenarios) to assess future performance and risks
- Prepare internal ratings in accordance with applicable guidelines, where relevant
- Preparation of watch-list reports discussing trends, remedies, progress, future loan amendments and provide advice regarding possible exit strategies, where applicable
- Analyse, evaluate and comment on drawdown requests and transaction related financial, technical and legal reporting provided by borrowers and/or advisors as applicable
- Ensure timely covenant tracking with adequate recording in relevant system (CreditHub)
- Ensure timely closure of conditions/tasks
- Discuss/negotiate any kind of waiver requests, early repayments and restructurings with borrowers/agents and other external/internal parties e.g. lawyers
- Attend site visits and borrower meetings (as required)
- Where required, discuss/negotiate necessary credit and collateral documentation and ensure that all documentation and decisions required are correctly prepared, communicated and processed;
- Maintain electronic credit files for respective deals, ensuring key documents have been saved before submission of approval requests (in accordance with Client's guidelines and naming conventions)

#### Surveillance and Reporting

- Contribute to regular and ad hoc reporting requests from MSPA management, the client and its auditors on the portfolio, the sector and specific deals
- Provide input to MSPA internal reports (e.g. internal surveillance lists etc.)

#### Other

- Provide guidance to other team members as and when required
- Provide guidance to colleagues in Norwich Loan Management team covering a substantial portfolio of UK Private Finance Initiative Loans.
- Liaise pro-actively and effectively with different client departments for respective portfolio
- Consider relevant regulatory requirements and client guidelines
- Other duties as assigned from time to time

#### **New Business Development**

- Support marketing efforts as and when required (e.g. preparation of presentation materials, scope definitions, Request for Proposals, capacity calculations etc.)
- Observe market for potential service opportunities
- Contributing to pro-active proposals for new business where applicable
- Cooperation with other areas of Mount Street to support business development initiatives

#### **Third Party Portfolio Management:**

- Provide services in relation to 3rd party client portfolios as detailed under (future) service level agreements
- Support dedicated MSPA unit in diligence/onboarding of new portfolios

#### **Skills and Competencies**

- Must have established previous working experience with a proven track record in a related credit environment involving infrastructure and energy project finance.
- Good understanding of project- and corporate-finance with a solid background in and knowledge of credit risk drivers and risks inherent in the respective borrower industry sectors
- Solid analytical and technical skills and ability to understand complex loan documentation and financing structures and ability to convey technical (modelling) concepts to both technical practitioners and third parties.
- Comfortable in a client facing role and ability to confidently present recommendations up to credit committee level as well as private equity investors
- Ability to represent MSPA and its clients and articulate, negotiate and implement decisions, strategies and documentation
- Good organizational and time management skills, a hands-on approach and attention to detail are necessary
- Good writing skills producing robust, concise and insightful decision papers
- Team player with ability to work in a multicultural and international environment
- Must be able to adapt quickly and efficiently to changing business and client requirements.
- High level of familiarity of MS Excel, Word, Powerpoint and/or other data processing and analysis tools

**Essential Approved Persons examinations (i.e. FSA, CFA):**

n/a

**Professional Examinations required (i.e. ACCA):**

Banking / University degree (honours)

Post graduate qualification

**Other skills required, essential or desired (e.g. Languages):**

English required; another European language such as German, Spanish, Italian, French etc. would be beneficial but not essential

**Mount Street are committed to a diverse and inclusive workforce which truly represents the environments in which we live and work. Through this diverse team we are able to grow, learn and understand better individual differences, life experiences, knowledge and expertise. Our employees invest in the work they do and Mount Street invests in them. When recruiting for our team, we openly welcome all candidates and their unique contributions irrespective of education, culture, ethnicity, race, sex, gender identity and expression, age, colour, religion, disability, sexual orientation, beliefs or any other personal characteristic.**