

# VACANCY

The Development Bank of Jamaica (DBJ) seeks to identify suitable applicants for the position of:

## MANAGER STRATEGY

This position is accountable for the effective and efficient development and execution of DBJ's strategy and the business process management, in order that DBJ achieves its Mission, Vision and Performance Indicators.

### PRINCIPAL DUTIES & RESPONSIBILITIES

- a) Manage the detailed and comprehensive strategic planning process including situational analysis; strategy formulation & translation; target setting; target decomposition and initiative crafting including the creation of tools, templates and adaption of planning models to be used in the strategy planning and strategy review cycles throughout the year
- b) Lead the co-ordination and preparation of the Bank's five (5) year Strategic Plan; annual work plans/reports and other related activities as required.
- c) Cascade the Bank's approved strategic plan to all divisions, assist in the development and annual update of each division's strategic & operational plans, ensuring its alignment with the Bank's overarching strategy.
- d) Monitor/track the Bank's performance indicators and strategic initiatives; prepare monthly status reports (in the Balanced Scorecard format) for use in Management and Board meetings.
- e) Prepare the Bank's quarterly performance report & presentation to the Parent Ministry
- f) Continuously review existing business processes, recommend improvement, and implement adjustments as needed to ensure DBJ's processes are effective and efficient.

### The required **minimum** qualifications, experiences, and attributes are:

- Post Graduate Degree with a specialization in Research, Statistics, Business, Finance or related field
- Certification and/or training in Strategic Planning
- Balanced Scorecard Certification
- Project Management Certification would be an asset
- Exceptional analytical and creative problem-solving skills.
- Excellent interpersonal skills and the ability to collaborate and work well across teams such as sales, product, technology, finance, etc.; and manage senior stakeholders.
- Strong communication skills, including presentation skills. Ability to articulate concepts and complex ideas in clear and impactful manner.
- A resourceful self-starter who is highly organized, and able to multi-task and work under pressure
- Five (5) years' experience in a similar position, preferably in the Financial Sector.

Qualified applicants are invited to submit their applications **by 19<sup>th</sup> JANUARY 2024** to:

**MANAGER STRATEGY**  
EMAIL: [mail@dbankjm.com](mailto:mail@dbankjm.com)