

About Affinity

We support the unbanked and underserved, providing every individual and business with accessible and affordable financial services they can trust. Founded in 2013, Affinity launched in 2015 after acquiring PayFlex Microfinance Company Limited (soon to be Affinity Ghana).

Role

Business Analyst, Contractor leading to Full-Time, PayFlex Microfinance Company Limited.

Description

Analysts work on projects that are cross-departmental, taking full ownership from inception to execution, working with and consulting all internal and external stakeholders. These projects are strategic but varied across marketing, technology, credit, deposits, regulation, operations, research and design. They also vary in length and complexity, suiting applicants across all levels of experience. For high performers, there is an opportunity to join Affinity full-time.

Sample Projects

- Affinity Hubs: working with our architect, IT, design, marketing, operations, deposit and credit teams as well as management to prototype and pilot our off-grid branches.
- Digital Accounts: working with our technology and deposit teams as well as operations and management to implement digital customer onboarding.
- Credit Automation: working with our tech team, operations, credit department and management to design and phase in our automated digital credit products.

Responsibilities

- Onboard and familiarise yourself with the project, interrogate the problems that require solving, trouble shoot bottlenecks and all related issues with help from management, key departments and other internal/external stakeholders.
- Design a strategic plan to tackle the project, include timelines, deliverables, budget and impact. Host workshops, communicating objectives and expected outcomes to all.
- Quantify and report back each milestone within the project, communicating with management and discussing any alterations that may be required whilst problem solving.
- Carry out a successful execution of plan, understanding and navigating new developments, communicating along the way with all stakeholders through one-on-ones and workshops.

Requirements

- Proactive, someone who gets things done and has a go-getting attitude.
 - Critical thinker, strategic and structured approach to problem solving.
 - Good management skills, well organised and efficient.
 - Quick at thinking on your feet and problem solving, treating everything as urgent.
 - Ideally an MBA or a graduate degree in engineering, business or project management.
 - Ideally experience in strategy within a business, as a consultant or an investment fund.
 - At least three years of experience in a corporate headquarters at a multi-national.
 - Strong numerical skills, with a good grasp of Microsoft Excel.
 - Strong presentation skills, with a good grasp of Microsoft PowerPoint and Word.
- Affable, a people person that is good at negotiating and work well within a team.

Applicants should send their CV and portfolio to: jobs@affinityghana.com