



ཀྲུལ་ཡོངས་དགོངས་ལཱ་ལེན་ལུ་ལྷན་པོ་གསུམ་དང་འཛོལ་རྟེན་མ་དངུལ།།

NATIONAL PENSION AND PROVIDENT FUND

Securing Future Together

**Term of Reference
Analyst, Business Development (PID)**

Position	Slot	Qualification	Work Experience	Grade	Basic Pay
Analyst, Business Development (PID)	1	Bachelor's in Commerce)	Must have minimum of 5 years of work experience related to investment/loan/finance	7	Nu. 21,990/-
<p>Allowances:</p> <ul style="list-style-type: none"> a. 20% House Rent Allowance. b. Maximum two months basic salary as ex-gratia based on organizational performance. c. Maximum 50% of total basic pay per annum as Performance Based Variable Incentive based on individual performance. d. Concessional staff loans. <p>Other working allowances as per the NPPF SRR.</p>					
Employment:	Regular				
Reporting Authority:	Chief, PID				
Reviewing Authority:	Director, investment Department				
Division:	Portfolio Investment Division				
Department:	Investment				
Posting Location:	Head Office, Thimphu				
Primary Responsibilities:	<ul style="list-style-type: none"> • Conducting due diligence on companies and industries by researching, analyzing financial and market data. • Analyzing financial information relating to specific companies, e.g. company results, profit and loss, balance sheet and cash flow statements to determine how an organization is positioned to deliver for investors. • Keeping up to date with market developments, new investment products and all other areas that can affect NPPF's Investment Portfolio. • Financial modelling and projection. • Conduct new Project analysis. • Determine target audiences to introduce new product offerings. • Conduct Portfolio Analysis and study key opportunities and challenges for portfolio diversification. • Research on business/Investment ideas and provide recommendation for investments. • Ensuring all regulatory requirement are complied. 				