ANNEX
Profile to Hold the Position of Executive Vice President of CABEI

1. Requirements and impediments

The following are requirements to hold the position of Executive Vice President of CABEI:

a) Those established in Article 3-04 of the Regulations of the Organization and Administration (ROA), except for nationality, which must be from a member country of the Bank different than that of the Executive President and the Controller. The Executive Vice President should also have experience with the Central American region and know its economic, financial, social and political characteristics.

b) Not be included in the impediments established in article 3-05 of the ROA.

c) Not have legal limitations to exercise their functions and attend to the Bank's operations in their member countries.

d) Fulfill with the position profile.

The impediments to occupying the position of Executive Vice President are those established in Article 3-05 of CABEI’s Regulations of the Organization and Administration (ROA), and which are detailed below:

a) The governors, the directors, the Controller and their spouses.
b) The relatives of the governors, the directors, the Executive President or Vice President and the Controller within the fourth degree of consanguinity or second degree of affinity.
c) Any person who, directly or through controlled companies, has failed to fulfill contractual obligations with the Bank.
d) Any person who, having held a position at the Bank, had acted with intent or fault, duly proven, to the detriment of the interests of the Institution.
e) Debtors, insolvent or bankrupt, while they have not been reinstated and those who have pending bankruptcy lawsuits, as well as those who are absolutely or relatively disqualified.
f) Any person who have been convicted of crimes involving lack of probity.

2. Nature and Scope

The Executive Vice President, under the direction of the Executive President and the Board of Directors, shall support the conducting of the Bank’s Administration by monitoring the resolutions and agreements of the Board of Governors and the Board of Directors, as well as the other provisions that regulate the activity of the Bank, in order to comply with and enforce the Constitutive Agreement, the regulations, the agreements and the decisions of the Board of Governors and the Board of Directors. Also, when appropriate, the Executive Vice President shall preside over the meetings of the Board of Directors with voice, but without vote. The Executive Vice President shall participate in the meetings of the Board of Governors and the Board of Directors with voice, but without vote.
Given the nature of the position, its occupant must have absolute availability to make frequent trips in and out of the Central American area.

Officials go to the Executive Vice President to raise their concerns and request an opinion or decision, as the case may be, related to the development of strategies and all kinds of situations related to the administrative management of the Institution.

Under the direction of the Executive President, the Executive Vice President participates actively or through subordinates in the evaluation of policies and programs, measuring their impact.

The Executive Vice President maintains close relations with the support areas and the administration, but generally must deal with all the dependencies.

Externally and under the direction of the Executive President, the Executive Vice President must interact with high-level economic, financial, and political authorities in the countries with which the Bank is associated and at the international level. This role is relevant within the responsibilities of the Executive Vice President.

3. Authority and Functions

As established in Article 3-23 of CABEI's Regulations of the Organization and Administration (ROA), the Executive Vice President shall replace the Executive President during his temporary absences, with the same faculties and powers.

Temporary absence is understood when, for any circumstance, the Executive President is away from the Bank's headquarters and is not in the exercise of his functions for a determined period, such as those originated from official trips, vacations and leave, and when the Board of Directors, the supervisory bodies and the Secretariat are informed of this.

When not acting to replace the Executive President, the Executive Vice President shall have the following functions:

a) Report directly to the Executive President.

b) Advise the Executive President on all matters of the Institution.

c) Preside over the Administration committees established by Bank regulations, as well as those delegated by the Executive President.

d) Participate in the Ethics Committee, in the Integrity Committee and in others determined by the regulations of the Institution.

e) Represent the Bank, at the request of the Executive President, in all those forums, meetings and activities of institutional, regional or international interest that require a high institutional presence.

f) Coordinate and supervise, under the direction of the Executive President, the operation of the departments and of the offices attached to the Presidency in all institutional matters, particularly in all the functions of the Bank's financial management.

g) Coordinate and supervise under the direction of the Executive President the following processes, programs and initiatives:
1) The Bank’s strategic programs and initiatives that the Executive President considers require monitoring and support at the highest level of the Institution.

2) The process of designing, reviewing, adjusting and implementing the Institution's corporate results matrix in order to guarantee the adherence, alignment and monitoring of the objectives of the different units with the institutional strategy.

3) The process of defining, monitoring, following-up and evaluating of objectives and goals of the dependencies of the Administration.

4) The process of formulating the annual budget, monitoring its execution and the degree of compliance with the strategic indicators in order to guarantee adherence between the budget and the Institution's strategic objectives.

5) Adequate monitoring of the agreements, resolutions or recommendations of the Board of Governors, the Board of Directors, the Controller, the Auditing office and the Bank's committees.

6) Adequate monitoring to the review and updating of the Bank's rules, policies and procedures, ensuring compliance and proposing their updating, relying on the various Bank dependencies, in order to promote constant institutional strengthening.

7) Adequate monitoring of the activities of the different departments and offices attached to the Presidency and the Executive Vice Presidency, promoting accountability.

8) The process of design and implementation of the Administration's management systems to guarantee their alignment with the institutional strategy and the adequate coherence between them.

9) The adequate operation of the ex-ante impact evaluation system of the Bank's financing operations.

h) Attend the sessions of the Board of Governors and the Board of Directors, as well as the directors' committees, as the case may be, with voice, but without vote, except those whose debates are reserved and the Executive Vice President’s presence is not required.

i) Exercise all the functions and responsibilities currently established in other regulations (Constitutive Agreement, ROA or any other specific resolution or regulation), as well as other new functions decided by the Board of Directors, at the proposal of the Executive President, within the scope of their competences.

The Executive President may propose to the Board, at any time, to expand, reduce, modify, add or substitute the functions and powers indicated herein and the scope thereof, when deemed necessary for institutional convenience.
5. **Other requirements for the position**

**Academic Level:**

- Minimum academic degree of master’s degree, preferably in a field related to finance or economics and/or experience in these fields.

**Experience:**

Demonstrable experience of at least 10 years in executive or managerial positions in private banking and/or international development institutions, preferably in more than one country in the Central American region, particularly in senior positions in the international financial sector.
Languages:

- Fluent in English.

Other Desirable Knowledge:

- In-depth knowledge of the economic, social and political situation and the environment of the countries in which the Bank operates.
- Knowledge of the actors and personalities that manage the policies related to the Bank's activity.
- Knowledge of capital markets.
- Knowledge of the stock market, investment banking.
- Knowledge of asset and liability management.
- Knowledge of investment management, fundraising and treasury.
- Knowledge of financial management tools.

6. Dimensions and Abilities

PERSONNEL MANAGEMENT

Development of Others: Ability to assign tasks and objectives in order to guide the learning and development of other people. Get people to solve problems on their own, so they know how, instead of giving them the answer.

Team Leadership: Transmits a dominant appearance, has a genuine charisma, communicates a semblance of dominance and command that generates enthusiasm and commitment to the organizational mission.

Teamwork and Cooperation: Ability to integrate and promote teamwork with the staff with whom they interact, as well as motivate them in the areas with which they coordinate activities. With an aim at promoting conflict resolution, maintaining a friendly atmosphere, high morale and cooperation.

IMPACT

Impact and Influence: Must be able to build political coalitions, which implies an innate ability to develop support for ideas, without generating distrust in counterparts. Tasks may include providing or withholding information to have specific effects and using group process skills to guide or direct others. Success shall depend on being able to achieve the Bank's objectives in a context that includes different regional and non-regional cultures.

Client oriented: Oriented to work with long-term perspectives to attend to clients' problems without losing sight of the Bank's objectives. Forms an independent opinion of the client's needs, problems, opportunities and possibilities to implement them. Acts in accordance with this opinion.
SELF-MANAGEMENT

Self-control: Manages tension appropriately. Contains the effects of strong emotions or tension for a time. Continues to function or respond constructively despite the stress it experiences. Can apply special techniques or plan activities in advance to manage emotions or tension.

Organizational Commitment: Makes sacrifices for the organization. Defends decisions that benefit the entire organization, even when they are not popular or weaken success or personal image in the short term.

Integrity: Oriented to act in accordance with its values, even if it involves great wear and tear, as well as a significant cost or risk.

Organizational Knowledge: Understands fundamental organizational issues. Understands and/or exposes reasons for organizational behavior or the fundamental problems, opportunities or political forces that affect the organization.

THOUGHT PROCESS

Analytical Thinking: Understands the external impact on internal strategy. Is aware of the guidelines of international banking and how changes in it can impact the organization. Considers how present policies, processes and methods can be affected by future developments and trends.

Strategic Orientation: Plans actions to adapt them to strategies and face external events. Prepares and reviews contingency plans for solving problems and situations that may arise. Proposes the redesign of departments and/or the organization to better meet long-term objectives, establishes a course of action to achieve a long-term goal or forecast. Share views on the desirable future state of your business, department, or organization with others.

ACHIEVEMENT

Achievement orientation: Committed to the faithful fulfillment of the objective of promoting economic integration and balanced economic and social development of the countries of the Central American region.

7. Main Internal and External Relations

INTERNAL: All the dependencies of the Institution.

EXTERNAL: Economic, financial and political authorities at national, regional and international level.