



Bank of Guyana

Job Title	Insurance Examiner/Financial Analyst 1.	Position Type	Full Time
Department	Insurance & Pensions Supervision Department	Level	
		Min. Expr Required	

JOB OVERVIEW

The ISPD endeavours to achieve the Bank's mandate of ensuring a safe and sound financial system through the application of an effective and efficient system of risk-based supervision and regulation in keeping with international best practices.

As a member of the ISD, the EX/FA would be expected to contribute effectively to this achievement and is also expected to demonstrate initiative and be an effective team player.

Duties and Responsibilities

The EX/FA may be tasked with:-

1. Financial and macro-economic analyses

- Conducting in-depth analyses from a risk-based perspective, particularly of industry-wide financial and non-financial information to identify, assess, and monitor emerging trends and issues in the financial environment.
- Preparation of risk assessment summaries and risk matrices.

2. Periodic reports

- Analysing particular aspects of the CARMELS framework.
- Review of schedules, matrices, etc.
- Drafting of letters, reports, position papers, and policy documents for internal and external recipients.

- Conducting studies on matters related to insurance supervision or regulatory activities, which may inform policy development or supervisory action.

3. Legislative and prudential framework – laws, regulations, guidelines, manuals, reporting forms, schedules, etc.

- Review of the existing methodology/supervisory framework, identifying weak areas, and developing proposals for enhancement.
- Implementation of new legislation, regulations and guidelines.

4. Examinations

- Lead/assist the examination team in the conduct of examinations
- Prepare reports on assigned institutions
- Monitor the performance and financial condition of Insurance Companies and Intermediaries

In addition, as part of their duties and assessment, the officer will be expected to demonstrate the following:

- a. Be an active team member in projects arising outside of direct responsibilities.
- b. A high level of professionalism is required on the job at all times.
- c. An ability to work well within the team.
- d. An ability to cope with high levels of responsibility and with confidential matters.
- e. Initiative and self-motivation.
- f. Technical understanding and attention to detail.
- g. An ability to communicate at all levels clearly and efficiently, in both speech and writing.

Minimum Qualifications and Experience/Competencies:

- A Bachelor's Degree in Accountancy from a recognised University; or
- ACCA Level 2: or
- Certified Accounting Technician graduate with two (2) years' experience; or
- Diploma in Accountancy with two (2) years' experience.
- Working knowledge of MS software, especially Word, Excel and ideally Access

Interested persons should submit their job application and a detailed Curriculum Vitae to the Bank not later than

WEDNESDAY, SEPTEMBER 24, 2025 and should be addressed to:

**THE GOVERNOR
HUMAN RESOURCES & ADMINISTRATION DEPARTMENT
BANK OF GUYANA,
P. O. BOX 1003,
1 CHURCH STREET & AVENUE OF THE REPUBLIC,
GEORGETOWN.**

We regret that responses will not be sent to applicants who do not satisfy the Minimum Qualification Requirements for this position.