

RECRUITMENT NOTICE

POSITION: SENIOR BILINGUAL LEGAL OFFICER (M/F)

Fluent in both English and French, with extensive knowledge of business law principles in both Francophone and Anglophone jurisdictions.

A key instrument in Africa's development financing architecture, the African Guarantee and Economic Cooperation Fund (FAGACE) has played a significant role over the past 45 years in promoting the economic integration of its nineteen (19) member states, mobilizing more than XOF 4,500 billion through its interventions.

Drawing on its experience, the Fund recognizes the need to modernize in response to a constantly evolving international environment and Africa's growing need for integration. As part of its 2026–2030 Strategic Plan, which will serve as the Institution's roadmap for the next five years, FAGACE has adopted the following vision:

“To position FAGACE as a leading Pan-African institution in structuring and securing financing for sustainable development and Africa's economic integration.”

*In alignment with this vision, the Fund is seeking to recruit a highly qualified **Senior Bilingual Legal Officer**, who will report directly to the **Secretary General** and perform the following duties and responsibilities.*

Duties and Responsibilities:

The Senior Bilingual Legal Officer will be primarily responsible for ensuring the legal security of operations and contracts, contributing to institutional compliance, and strengthening legal communication capacities in both French and English. The successful candidate will be responsible for:

- Providing legal advice to the Presidency and the various Directorates;
- Assisting the Secretary General in managing the Fund's legal affairs;
- Drafting, reviewing, and negotiating contracts, agreements, conventions, and other legal instruments;
- Ensuring compliance of operations with OHADA regulations, as well as applicable national and international laws;
- Managing disputes and monitoring litigation, arbitration, and mediation proceedings;
- Drafting, reviewing, and translating legal documents (French/English);
- Ensuring the legal security of the Fund's commitments and engagements;
- Representing FAGACE before competent courts and tribunals, where necessary;
- Assisting lawyers and bailiffs in legal actions and proceedings aimed at protecting the Fund's interests;

- Conducting legal and regulatory monitoring and informing management of developments affecting the Fund;
- Participating in the organization of governance bodies (Boards, Committees, etc.);
- Drafting minutes, resolutions, and statutory documents;
- Monitoring compliance with legal and regulatory obligations;
- Contributing to the development and implementation of internal legal policies.

Profile :

The ideal candidate must:

- Hold at least a Master's degree (BAC+5) in Business Law, Banking and Financial Law, International Law, or an equivalent qualification;
- Have a minimum of ten (10) years of relevant professional experience in a financial institution, law firm, or international organization;
- Be fully bilingual with excellent written and spoken proficiency in both French and English, including outstanding drafting skills in both languages;
- Have a strong knowledge of OHADA law, banking and financial law, and international business law;
- Demonstrate a high level of rigor, confidentiality, and professional ethics, as well as excellent analytical and negotiation skills;
- Be proficient in Microsoft Office applications (Word, Excel, PowerPoint);
- Be capable of working effectively under pressure;
- Possess strong moral integrity and excellent teamwork skills;
- Demonstrate a strong sense of responsibility and professional discretion;
- Be able to manage priorities and provide proactive recommendations;
- Be a national of one of the Fund's nineteen (19) member states;
- Be immediately available ;
- Be no older than **45 years of age as of December 31, 2026**.

Duty station: Cotonou, Benin

Type of Contract: Open-ended employment contract (permanent contract), subject to a probationary period of three (3) months.

Application submission and required documents:

Applications must be sent **exclusively by email** to: recruitment@bekolo-partners.com) and addressed to the President of FAGACE, with the subject line: **“APPLICATION FOR THE POSITION OF SENIOR BILINGUAL LEGAL OFFICER – FAGACE.”**

Deadline: June 30, 2026 at 5:00 p.m. (Cotonou time, GMT+1).

Application file must include :

- A completed application form (mandatory; downloadable from the Recruitment section of the website www.bekolo-partners.com).
- A motivation letter duly signed by the applicant and addressed to the President of FAGACE;
- A detailed Curriculum Vitae, including a recent color photograph;
- Contact details of previous employers;
- Three (3) professional references with their email addresses and telephone numbers;
- Employment certificates or attestations covering the number of years of experience required for the position;
- Certified copies of academic diplomas and training certificates (where applicable);
- A copy of the national identity card, birth certificate extract, and certificate of nationality;
- A criminal record certificate issued within the last three (3) months.

Important notes:

The complete application must be sent in a single email. Hard-copy applications will not be accepted.

Incomplete, non-compliant, or late applications will not be considered.

Only shortlisted candidates will be contacted for tests.

FAGACE reserves the right not to proceed with this recruitment.