

## TERMS OF REFERENCE

### 1. Post Details:

<b>Post:</b>	Chief Investment Officer
<b>Division:</b>	Investment and Research

### 2. Reporting Relationships

The Chief Investment Officer (CIO) will report to the Chief Executive Officer (CEO).

### 3. Overall Responsibilities

The CIO will be responsible for the development and implementation of investment strategies, asset allocation, and portfolio management of Maldives Retirement Pension Scheme (MRPS) funds. The CIO is also responsible for ensuring pension assets are managed in the best interests of MRPS members, that all legal and regulatory requirements are fully met, and that adequate liquidity is maintained.

### 4. Main Responsibilities

- Provide strategic oversight and guidance to the departments of the Investment and Research Division.
- Develop, implement and review the policies and procedures related to the functions of the Investment and Research Division.
- Provide recommendations related to investment decisions, investment diversification, asset allocations and social responsibility considerations.

- Develop, implement and review investment strategies, principles, and frameworks.
- Monitor and evaluate economic trends, capital market developments, geopolitical events, and emerging investment opportunities to support informed investment decision-making.
- Oversee the measurement of investment performance against established benchmarks and long-term return objectives, ensuring alignment with the fund's risk tolerance and liquidity needs.
- Identify, monitor and mitigate investment risks, and oversee the development of risk management frameworks.
- Oversee the development of the investment research function to analyse and evaluate key factors and trends influencing financial markets and the investments of the MRPS.
- Conduct market research, risk assessments, and financial analysis to support investment decisions.
- Drive sustainable and ESG (environmental, social, and governance) investment initiatives.
- Evaluate and manage alternative investment portfolios.
- Identify and capitalise on emerging market opportunities and economic trends.
- Oversee the monitoring and evaluation of business processes of the Investment and Research Division, and take effective measures to streamline, enhance organisational performance and efficiency.



**Maldives Pension Administration Office**

 Allied Building, 8th Floor, Chaandhane Magu, Malé, 20156, Maldives  
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- Oversee the development and management of financial models, tools and information systems to support data-driven analysis and decision-making.
- Establish working relationships with external stakeholders, including national and international institutions, industry experts, and investment service providers, and engage, liaise, and coordinate with them on investment-related matters.
- Oversee the establishment effectiveness of internal controls to ensure accountability and compliance with relevant policies and procedures.
- Ensure organisational compliance with relevant laws and regulations.
- Uphold transparency, integrity, and accountability in decision-making and business operations.
- Oversee the preparation and implementation of the departmental budgets of the Investment and Research Division.
- Coordinate and work closely with the Management team to ensure initiatives of the Investment and Research Division align with overall organisational strategies and objectives.
- Provide strategic insight and advice to the CEO and Management on policy impacts, risks, and implementation strategies.
- Represent the Pension Office as a member of the Executive Management, and demonstrate strong leadership that reflects and supports the vision, mission, and core values of the Pension Office.
- Carry out any other relevant tasks assigned by the CEO or the Pension Office Board.



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## 5. Required Qualifications and Experience

- A Master's Degree (MNQF level 9) or an equivalent professional qualification in the field of Investment, Finance, Banking or Economics.
- A minimum of 8 (eight) years of professional work experience at managerial level in a related field.

OR

- A Bachelor's Degree (MNQF level 7) or an equivalent professional qualification in the field of Investment, Finance, Banking or Economics.
- A minimum of 10 (ten) years of professional work experience at managerial level in a related field.

## Preferred Qualifications and Experience

- Professional certifications such as CFA or FRM will be an added advantage.
- Experience working at senior management level in the financial, banking or economic sector.
- Experience in developing and implementing global investment strategies and cross-border asset management.
- Experience in private equity, venture capital, or institutional investment.

## 6. Desired Skills and Competencies

- Demonstrates strong working knowledge and understanding of key concepts, industry standards, best practices, and emerging trends across investment management, financial analysis, lending, banking, risk management, capital budgeting, and research.
- Demonstrates a solid understanding of investment vehicles, hedge funds, and alternative asset classes.



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- Demonstrates a sound understanding of the political and socio-economic environment in the Maldives.
- Demonstrates familiarity with Environmental, Social, and Governance (ESG) investing principles and impact investment strategies.
- Demonstrates familiarity with relevant laws and regulations.
- Demonstrates expertise in portfolio management, asset allocation, risk assessment, and capital markets.
- Demonstrates strong analytical and quantitative skills, and proficiency in financial modelling, economic forecasting, and performance analysis.
- Strong communication skills, with a high level of fluency and proficiency in both written and spoken Dhivehi and English, and the ability to present and defend recommendations effectively.
- Strong public speaking and presentation skills.
- Excellent interpersonal and networking skills, with the ability to establish and maintain effective working relationships with relevant stakeholders.
- Strong leadership skills, and the ability to engage and motivate team members.
- Ability to work within a tight schedule and ability to manage, prioritise multiple tasks/initiatives and to deliver on deadlines.
- Sound judgement and strong problem-solving skills to address challenges and find innovative solutions.
- Demonstrate professional leadership and ability to collaborate with others to achieve common objectives.
- Demonstrate commitment to staying current with evolving industry trends and standards, and pursue continuous improvement and professional development.

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