

**BANCO INTERAMERICANO DE DESARROLLO**  
**Convocatoria 2020**  
**Proceso de preselección de cuatro becas para la realización de prácticas en el BID**

**BASES DE LA CONVOCATORIA**

**Primera.- Objeto**

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La Universidad de Oviedo, con la colaboración de la Fundación Banco Sabadell, convoca cuatro becas para la realización de prácticas en la sede de Washington del Banco Interamericano de Desarrollo (en adelante BID). Dos periodos de prácticas se desarrollarán en el BID y otros dos en el BID Invest. El objetivo es obtener experiencia en la administración y operaciones del BID y familiarizarse con sus políticas, normas administrativas y procedimientos.

Los Departamentos en los que se podrán desarrollar las becas, así como las tareas y requisitos específicos, se encuentran recogidos en el Anexo I de las presentes bases.

**Segunda.- Requisitos generales**

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Podrán participar en esta convocatoria los y las estudiantes de últimos cursos de Grado y el alumnado de Máster de la Universidad de Oviedo, que estén cursando estudios en las áreas especificadas en el Anexo I.

Las personas que presenten su solicitud deberán cumplir los requisitos de acceso establecidos en el Programa de pasantías del BID, indicados en cada una de las plazas de prácticas que ofertan desde el Banco.

**Tercera.- Condiciones**

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1. Los candidatos y las candidatas deberán presentar una única solicitud, en la que harán constar el perfil (o perfiles) de la plaza (o plazas) a las que optan, ordenadas de acuerdo con sus preferencias.
2. Las personas que se presenten deberán mantener la condición de estudiante de la Universidad de Oviedo al inicio del periodo de prácticas, previsto para el mes de julio de 2020.
3. El periodo formativo tendrá una duración de 10 semanas, siendo la fecha prevista de inicio el 6 de julio de 2020 y de finalización el 11 de septiembre de 2020.
4. El disfrute de la beca es incompatible con cualquier otra beca, contrato de trabajo, ingreso o ayuda económica, pública o privada, de otro organismo o empresa.
5. La concesión y disfrute de la beca no supondrá vinculación laboral o funcionarial con las entidades convocantes, ni con el BID.
6. Las personas seleccionadas para las becas suscribirán un Acuerdo con el BID.

#### **Cuarta.- Dotación de la beca**

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La beca comprende:

- Billete de ida y vuelta en avión desde el aeropuerto más cercano al domicilio habitual del becario o de la becaria hasta Washington.
- Una dotación económica de 1.700 euros brutos mensuales para cubrir los gastos de alojamiento y manutención, sometida a las retenciones fiscales vigentes. Al finalizar el periodo formativo el 11 de septiembre de 2020, se ingresará la parte proporcional a la estancia en el BID durante el mes de septiembre.
- Seguro de enfermedad y accidente en Estados Unidos.

#### **Quinta.- Presentación de solicitudes**

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Las solicitudes serán dirigidas a la Fundación Universidad de Oviedo, por correo electrónico, a la siguiente dirección: [directora.fuo@uniovi.es](mailto:directora.fuo@uniovi.es), indicando en el asunto del correo: "Convocatoria Becas BID 2020"

El plazo de presentación permanecerá abierto hasta las 14:00 horas del día 7 de febrero de 2020.

#### **Sexta.- Documentación**

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Las solicitudes incluirán la siguiente documentación:

- Solicitud de beca conforme al impreso normalizado. (Anexo II)
- Fotocopia del D.N.I.
- Dos ejemplares del Curriculum vitae con una extensión máxima de 2 folios.
- Situación académica detallada que incluya las calificaciones obtenidas, las fechas de las mismas, así como la nota media del expediente.
- Documentos justificativos de los requisitos exigidos y de los méritos alegados, así como otros documentos acreditativos de méritos relevantes relacionados con la labor a desarrollar por la persona becada.
- Acreditación del nivel de inglés.
- Autorización para efectuar notificaciones por correo electrónico (Anexo III)

#### **Séptima.- Proceso de selección**

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Una Comisión integrada por el Delegado de Coordinación y Estrategia Universitaria, que actuará como presidente, el Director de Área de Cooperación con la Empresa y Empleabilidad y la Directora de Área de España e Iberoamérica valorará las solicitudes presentadas.

La valoración se realizará conforme a los siguientes criterios:

- Expediente Académico: Máximo de 2 puntos
- Conocimiento de Idiomas: Máximo de 3 puntos

- Estancia en el extranjero superior a los 5 meses acreditables: Máximo de 2 puntos
- Adecuación de la candidatura al perfil solicitado por el BID: Máximo de 3 puntos

Sólo se valorarán los méritos que la persona reúna a la fecha de finalización del plazo de presentación de las solicitudes y que estén debidamente acreditados.

Asimismo, la Comisión podrá entrevistar a las personas que optan a la beca para realizar una mejor valoración de las solicitudes presentadas. Esta entrevista no tiene como objetivo evaluar los conocimientos académicos, sino sus condiciones personales y, en especial, el interés y proyección futura del candidato o de la candidata.

La Comisión elevará propuesta de las personas preseleccionadas antes del 21 de febrero de 2020, en la que deberá incluir tres candidaturas por plaza.

La selección final será realizada por el BID.

### **Octava.- Obligaciones de las personas beneficiarias**

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Aquellas personas que resulten finalmente seleccionadas han de cumplir las siguientes obligaciones:

- Aceptar por escrito la beca concedida, una vez recibida la comunicación de su otorgamiento, así como las condiciones de la misma.
- Cumplir las bases de la convocatoria y demás normas que resulten de aplicación como consecuencia de la misma.
- Incorporarse al BID en la fecha que éste indique.
- Poner en conocimiento de la Fundación Universidad de Oviedo (en adelante FUO) cualquier modificación relativa a las condiciones inicialmente establecidas por el BID.
- Presentar a la FUO un Informe de Evaluación Intermedia, a las cinco semanas de haberse iniciado la beca, y una Memoria Final de las actividades realizadas, en el plazo de 15 días a contar desde la fecha de finalización de la beca.
- Comunicar la dirección de la residencia en Washington a la FUO inmediatamente después de llegar al lugar de destino, así como informar de cualquier cambio que se produzca en la misma mientras se encuentre disfrutando de la beca.

El incumplimiento de las obligaciones y/o compromisos reflejados en las presentes bases o del periodo formativo establecido en la cláusula tercera apartado tercero, permitirá a la FUO la suspensión de la beca y podrá motivar la reclamación de la devolución de las cantidades satisfechas.

### **Novena.- Tratamiento de los datos personales**

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La sola presentación de candidatura para participar en esta convocatoria implica la aceptación del contenido íntegro de estas Bases, así como la cesión de datos personales a la FUO para el tratamiento de los mismos, de cara a su correspondiente resolución.



Universidad de Oviedo  
*Universidá d'Uviéu*  
*University of Oviedo*



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*Fundación Universidá d'Uviéu*  
*University of Oviedo Foundation*

A tales efectos, la FUIO será la responsable del tratamiento de dichos datos personales e informa que los mismos serán tratados de conformidad con lo dispuesto en el Reglamento (UE) 2016/679 de 27 de abril de 2016 (GDPR) y en la Ley Orgánica 3/2018, de 5 de diciembre, de Protección de Datos Personales y garantía de los derechos digitales. La finalidad de dicho tratamiento es la gestión y tramitación de la presente convocatoria, siendo ésta la base legitimadora del tratamiento conforme al art. 8 de la Ley 3/2018 y art. 6.1.a) GDPR.

Oviedo, 21 de enero de 2020

Dña. Cecilia Bethencourt Sanchez  
Directora Gerente

**B Sabadell**  
**Fundación**



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## **ANEXO I: DEPARTAMENTOS QUE OFRECEN PRÁCTICAS**

## HRD Terms of Reference Template HQ University-Sponsored Internship Program

### Job Title:

**IDB Invest | Oviedo University-Sponsored Internship Program | Risk Management Department | Special Assets | Graduate Intern**

### Background:

The Special Assets (SAT) Division, part of the Risk Management Department of IDB Invest is looking for an Intern to support the team in designing and executing recovery strategies for complex and diverse projects of different sizes and industries, within Latin America and the Caribbean.

### The team's mission:

As part of the Risk Management Department of IDB Invest, the Special Assets Division ("SAT") is responsible for efficiently managing non-performing and under-performing assets of our complex portfolio of private sector loans, guarantees and equity operations. Functions include restructuring, workouts and recovery of non-performing and under-performing assets.

### What you'll do:

- Build a data base with transactions information (new and historic transactions).
- Help promote management information tools related to special assets supervision.
- Contribute in the dissemination of lessons learned from recovery activities.
- Other activities as assigned during the internship.

### What you'll need:

- **Education:** A current graduate student pursuing a master's degree or equivalent in Law, Business Administration or, related relevant field.
- **Technical Skills:** Analytical skills; ability to work in multiple projects, prioritizing the work taking into consideration the relevant deadlines; good judgement skills and ability to take the initiative to plan and execute the work independently under limited supervision; ability to work in multidisciplinary teams and multicultural settings.
- **Soft Skills:** Team player, inclusive, innovative and creative, client-oriented, results-driven, with strong communication skills.

### Internship Program Requirements:

To be part of our Internship Program you will need to comply with all of the following requirements:

- Be a citizen of Spain;
- Be between 21 and 33 years of age as of the year starting date of the internship;
- Be an enrolled graduate student in an accredited university. Graduation date cannot be prior to the end of the internship;
- Be proficient in English and preferably with a working knowledge of one of the Bank's additional official languages (Spanish, Portuguese, or French);
- Comply with the academic requirements for the internship positions;
- Be first time participant in an Internship Program held by the Bank or Inter-American Investment Corporation ("Corporation" also known as "IDB Invest");

## HRD Terms of Reference Template

### HQ University-Sponsored Internship Program

- Not be former staff member, Complementary Workforce (“CW”), contractor for the Bank or the Corporation or have previously provided services to the Bank or the Corporation through a contractor or under any other contractual modality; and,
- Not have family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB or IDB Invest.

#### **Opportunity Summary:**

**Type of contract:** Unpaid Intern (University-Sponsored)

**Length of contract:** 10 weeks. From July 6 to September 11, 2020.

**Location:** IDB Invest Headquarters in Washington, D.C., U.S.A.

**Our culture:** Our people are committed and passionate about improving lives in Latin-America and the Caribbean, and they get to do what they love in a diverse, collaborative and stimulating work environment. We are the first Latin American and Caribbean development institution to be awarded the EDGE certification, recognizing our strong commitment to gender equality.

**We encourage women, afro-descendants, people of indigenous origins, and persons with disabilities to apply.**

**About us:** IDB Invest, a member of the Inter-American Development Bank (IDB) Group, is a multilateral organization headquartered in Washington, D.C., that is committed to the development of Latin America and the Caribbean through the private sector.

**About the University-Sponsored Internship Program:** This program provides university students from non-borrowing countries an opportunity to learn about development work and corporate management of the Bank, and to acquire work experience at the professional level through on-the-job learning.

**Visa and Work Permit:** The Bank, pursuant to applicable policies, may submit a visa request to the applicable immigration authorities; however, the granting of the visa is at the discretion of the immigration authorities. Notwithstanding, it is the responsibility of the candidate to obtain the necessary visa or work permits required by the authorities of the country (ies) in which the internship will be provided. If a candidate cannot obtain a visa or work permit the internship offer will be rescinded.

## HRD Terms of Reference Template HQ University-Sponsored Internship Program

### Job Title:

**IDB Invest | Oviedo University-Sponsored Internship Program | Risk Management Department | Environmental and Social | Graduate Intern**

### Background:

The Environmental, Social & Governance (SEG) Division, part of the Risk Management Department of IDB Invest is looking for a Corporate Governance Intern to work within the Environmental, Social and Governance Team to support the design and implementation of IDB Invest's operations, ensuring that the financed projects and other activities are sustainable, comply with IDB Invest's policies, and internationally recognized best practices regarding corporate governance.

### The team's mission:

As part of the Risk Management Department, the Environmental, Social & Governance (SEG) Division is responsible for developing and overseeing environmental, social and corporate governance policies and procedures, as well as reviewing and appraising proposed IDB Invest investments for compliance with the IDB Invest's environmental, social and governance requirements. It works with investment officers and clients to define steps necessary to address compliance gaps. It identifies opportunities to add value proactively, beyond compliance and risk mitigation, and contribute to long-term developmental impact and sustainability.

SEG formulates recommendations and requirements for client action and incorporates these into applicable internal and client-related documentation to facilitate financing. It also monitors the environmental, social and governance performance of operations in the IDB Invest portfolio.

### What you'll do:

- Assist the SEG team with finalizing the Environmental and Social Sustainability Policy Update, development of the Implementation Manual and other related institutional tasks.
- Assist SEG team members with the Environmental and Social Due Diligence and supervision of a few projects, which includes desk reviews of relevant environmental and social studies, impact assessments, etc.
- Work on helping to advance the IDB Invest approach to climate change vulnerability assessments.
- Other activities as assigned during the internship.

### What you'll need:

- **Education:** A current graduate student pursuing a master's degree or PhD in Accounting, Business Administration, or related field.
- **Technical Skills:** Analytical skills ability to work in multiple projects, prioritizing the work taking into consideration the relevant deadlines; good judgement skills and ability to take the initiative to plan and execute the work independently under limited supervision; ability to work in multidisciplinary teams and multicultural settings;
- **Soft Skills:** Team player, inclusive, innovative and creative, client-oriented, results-driven, with strong communication skills.



## HRD Terms of Reference Template

### HQ University-Sponsored Internship Program

#### Internship Program Requirements:

To be part of our Internship Program you will need to comply with all of the following requirements:

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- Be an enrolled graduate student in an accredited university. Graduation date cannot be prior to the end of the internship;
- Be proficient in English and preferably with a working knowledge of one of the Bank's additional official languages (Spanish, Portuguese, or French);
- Comply with the academic requirements for the internship positions;
- Be first time participant in an Internship Program held by the Bank or Inter-American Investment Corporation ("Corporation" also known as "IDB Invest");
- Not be former staff member, Complementary Workforce ("CW"), contractor for the Bank or the Corporation or have previously provided services to the Bank or the Corporation through a contractor or under any other contractual modality; and,
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# HRD Terms of Reference Template

## HQ University-Sponsored Internship Program



### Job Title:

**IDB | University-Sponsored Intern | Finance Department | Accounting | Graduate Intern**

### Background:

The Accounting Division is looking for an Intern with accounting background to provide support to the team in different activities.

### The team's mission:

Under the Finance Department, the Accounting Division is responsible for the accounting, control, and report activities for loans and grants, borrowings, investments, derivatives and capital, ensuring compliance with established accounting policies and procedures, as well as financial statement reporting.

### What you'll do:

- Support staff in the preparation of the financial statements of the Bank.
- Support staff performing different activities of the new Loan Financial System.
- Support staff performing activities related to accounting, reporting and control services for loans and grants, borrowings, investments, derivatives and capital.
- Perform and verify reconciliations of subsidiary ledgers to ensure the accuracy and integrity of balances and transactions, and their proper interface with the general ledger.
- Contribute to ensure all transactions conform to Bank policies and procedures and that they are properly registered.
- Contribute to the preparation of monthly financial statements and other financial reports for internal and external use.
- Contribute to the preparation of draft annual financial statements according to US GAAP.
- Contribute to keeping appropriate documentation of performed work for auditor's review.

### What you'll need:

- **Education:** Current graduate student pursuing a master's degree or PhD in Business, Management, Accounting, or related field.
- **Technical Skills:** Experience in financial reporting, establishing and evaluating internal controls, analyzing accounting pronouncements, supporting external auditors and reporting under U.S. Generally Accepted Accounting Principles (U.S. GAAP). Advanced Excel skills and experience working with large data sets.
- **Soft Skills:** Team player, inclusive, innovative and creative, client-oriented, results-driven, with strong communication skills.

### Internship Program Requirements:

To be part of our Internship Program you will need to comply with all of the following requirements:

- Be a citizen of Spain;
- Be between 21 and 33 years of age as of the year starting date of the internship;
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- Comply with the academic requirements for the internship positions;
- Be first time participant in an Internship Program held by the Bank or Inter-American Investment Corporation ("Corporation" also known as "IDB Invest");
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## HRD Terms of Reference Template HQ University-Sponsored Internship Program



- Not have family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB or IDB Invest.

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**We encourage women, afro-descendants, people of indigenous origins, and persons with disabilities to apply.**

**About us:** At the Inter-American Development Bank, we're devoted to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48 member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

**About the University-Sponsored Internship Program:** This program provides university students from non-borrowing countries an opportunity to learn about development work and corporate management of the Bank, and to acquire work experience at the professional level through on-the-job learning.

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# HRD Terms of Reference Template

## HQ University-Sponsored Internship Program



### Job Title:

**IDB | Oviedo University-Sponsored Internship Program | Water and Sanitation Division | Graduate Intern**

### Background:

At the Inter-American Development Bank, we are devoted to improving lives. Since 1959, we have been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48-member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

The Water and Sanitation Division is looking for an intern to provide support to the Specialists in the preparation and execution of different activities, projects, strategies and studies developed by the Division.

### The team's mission:

As a part of the Infrastructure and Energy Sector (INE), the Water and Sanitation Division (INE/WSA) provides technical support to member countries on conceptualization, preparation and execution of programs and projects in the water and sanitation sector. Specifically, WSA works in activities related to potable water, sanitation, urban drainage, water resources and solid waste. Following the Bank strategies, INE/WSA seeks to assist countries in their efforts to ensure universal access to these services in a sustainable manner and with high quality in their provision.

Working with us you will be surrounded by a diverse group of people who have years of experience in all types of development fields, including transportation, health, gender and diversity, communications and much more.

### What you'll do:

- Support the INE/WSA specialists in the collection of information, construction and review of databases that serve as inputs for the financial and institutional analyses on projects/entities in the water and sanitation sector.
- Support the INE/WSA specialists in the analysis of financial statements, financial modeling, and policy advice to promote the financial recovery and strengthen the financial performance of water service utilities.
- Support the INE/WSA specialists in the preparation and execution of Technical Cooperation to obtain lessons learned and good practices, and disseminate them among countries, especially those related to public policies.
- Support the INE/WSA specialists in the preparation of guides, tools, technical notes and sectoral strategies.
- Support the INE / WSA Specialists in the preparation, execution and closing of investment grants and investment loans, providing inputs for the preparation of the documents required by the Bank.
- Other activities as agreed with the internship

### What you'll need:

- **Education:** Current graduate student pursuing a master's degree or PhD in Finance, Business Administration, Economics or related field.
- **Technical Skills:** Ability to analyze financial statements, financial indicators and other financial information. Proficiency in Microsoft Excel.

# HRD Terms of Reference Template

## HQ University-Sponsored Internship Program



- **Soft Skills:** Team player, inclusive, innovative and creative, client-oriented, results-driven, with strong communication skills.

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