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Approved  
Jamilah  
16/2026

## **JOB DESCRIPTION - BUSINESS DEVELOPMENT ADVISOR - JUBA**

**POSITION:** Business Development Advisor  
**DEPARTMENT:** Business Growth Services (BGS)  
**LOCATION:** Juba  
**REPORTS TO:** Senior Business Development Advisor  
**Advert Start Date:** 8th June 2026  
**Closing Date:** 26th June 2026



### **ABOUT INKOMOKO**

Inkomoko supports entrepreneurs to grow their businesses in order to improve livelihoods, create jobs, and help communities thrive.

In 2026, Inkomoko was listed by the *Financial Times* as the 5th fastest-growing company in Africa, supporting entrepreneurs across East and Central Africa to grow thriving businesses and build inclusive, resilient economies.

Founded in 2012, Inkomoko has worked with more than 100,000 entrepreneurs, including thousands of refugee entrepreneurs. Inkomoko provides a combination of training, consulting, access to finance, and market-level systems change. We are the largest investor to refugee entrepreneurs in Africa.

Inkomoko has 850+ staff in 50 offices across Chad, Ethiopia, Kenya, Rwanda, and South Sudan. Through Inkomoko's 2030 strategic plan, we are adding 3 additional countries to serve more than 550,000 entrepreneurs and growing our \$30M loan fund to impact 7M lives.

### **INKOMOKO VALUES**

All staff at Inkomoko are connected to a shared set of organizational values:

- **Purpose:** be solutions-oriented, produce high-quality work, and be a global leader.
- **Achievement:** push yourself to reach beyond what you previously thought possible.
- **Improvement:** be humble, engage in continuous growth through open & accurate feedback
- **Bravery:** willing to take risks, create a safe space for others, be compassionate, and inclusive.
- **We Eat Goat:** we celebrate success and support each other in hard times. We do this work together in the spirit of turikumwe, tuko pamoja, abren nen, Kula na sawa, On est ensemble.

**Inkomoko is an affirmative action/equal opportunity employer. Refugees, women, and persons who reflect the diverse communities we serve are strongly encouraged to apply.**





## **ABOUT THE OPPORTUNITY AND RESPONSIBILITIES**

Inkomoko South Sudan seeks a highly talented and experienced Business Development Advisor to work directly with entrepreneurs to help them develop the skills to scale their businesses.

Current responsibilities include:

- Manage training for all incoming IDPs, refugees and host entrepreneurs in the Business Growth Department
- Implement training as part of the ongoing classes scheduled for Inkomoko entrepreneurs.
- Identify and enroll entrepreneurs to join INKOMOKO program
- Deploy a wide variety of training methods both in person and digital - iterating as needed
- Develop new and review existing content to match entrepreneurs' needs and refugee business dynamics;
- Draft training reports and update the online reports;
- Mobilize and follow up on entrepreneurs to ensure high attendance;
- Coordinate with Training Support Associate for smooth logistics;
- Participate in capacity-building workshops on a range of topics related to business growth, including P&C, accounting, finance, marketing, human-centered design, and innovation.

## **STRATEGIC ADVISING & ENTREPRENEUR RELATIONSHIP MANAGEMENT (40% time)**

- Conduct business assessments to identify entrepreneurs' needs and market opportunities
- Develop and implement accurate financial reporting and booking systems for entrepreneurs;
- Assist entrepreneurs with the implementation of business plan recommendations;
- Advise entrepreneurs on financing and investment opportunities/challenges;
- Help entrepreneurs prepare for financing or investment opportunities (Investment and equity financing);
- Provide expert advice; help entrepreneurs to navigate challenges and make sound business decisions
- Conduct assessments of entrepreneur businesses to understand business needs, challenges, and opportunities;
- Conduct research on the industry, competitors, and customers;
- Manage entrepreneur relationships and provide a single point of contact for assigned entrepreneurs;
- Manage the schedule and delivery of services throughout entrepreneur engagements;
- Regularly track and report on the progress of entrepreneur work and deliverables;
- Maintain and organize entrepreneur files
- Participate in the development and testing of new advisory tools with Inkomoko





technical team and entrepreneurs.

### **GENERAL ADMINISTRATION (20% time)**

- General maintenance of entrepreneur files, reports, and coordination with colleagues.
- Contribute to staff meetings, annual retreats, and monthly entrepreneur Services meetings.
- Participation in ongoing entrepreneur tracking and implementing Inkomoko's impact evaluation programs every quarter/year
- Represent Inkomoko in partners' meetings and any other events in camps as assigned
- Participate in the development of Inkomoko goals, strategies, and planning
- Represent Inkomoko in the local business community and at conferences or other events
- Keep up to date on the latest business and industry trends in South Sudan and across Africa

### **WHO WE ARE LOOKING FOR**

We are looking for individuals who are passionate about entrepreneurship and have the skills and experience to help entrepreneurs make lasting changes to their businesses. We are seeking candidates who work quickly and thoroughly, collaborate, and are both kind and serious. The ideal candidate will have the following qualifications:

- Proficient in Juba Arabic, and English;
- Experience working in refugee and IDP settings.
- Deep understanding of go-to-market strategies and growth strategies for businesses in the area of consumer goods;
- Excellent computer skills – including Power point, Word, Excel, Odo, Kobo-collect, Google Drive, etc;
- 3+ years' experience, in working with MSMEs is required;
- Bachelor's degree required in a Business-related field;
- Good at translation from English to local languages like South Sudan Arabic and others would be an advantage

### **COMPETENCIES**

**We are looking for someone who;**

- **Manages Diverse Relationships** – Relates well to a wide variety of personalities, values differences, and communicates effectively across diverse communication styles, cultures, and backgrounds.
- **Takes initiatives to Deliver** – Thinks several months in advance, prioritizes objectives, implements reliably, and quickly identifies what will help or hinder goal accomplishment.
- **Proficient in Technology** – Uses technology effectively to work efficiently and achieve desired outcomes.





## **WHAT YOU'LL GET**

This role is inside a high-growth, mission-driven social enterprise. By joining, you'll access:

- Meaningful work that directly contributes to sustainable livelihoods and job creation across East and Central Africa.
- Competitive salary, and potential Performance-based bonus
- Incredible company culture, with opportunities for learning and growth
- Diverse colleagues across the region, and policies that demonstrate commitment to equity and inclusion
- A dynamic and entrepreneurial team environment committed to innovation and social impact
- Health insurance for self and family
- Staff savings and provident fund, negotiated bank rates for long-term employees
- Generous annual leave, parental leave, and sabbatical options.

## **TO APPLY**

**If you're excited about this role, please submit your CV through our online job portal (<https://inkomoko-job-portal.web.app/home>) or Hand deliver to the Inkomoko Office at APTECH Africa Building 5th Floor, Plot 63 Block AXIII Hai Malakal, Juba, South Sudan by 26th June 2026. Please clearly indicate the position you're applying for at the right corner of the envelope.**

Inkomoko is committed to justice, diversity, equity and inclusion. As we seek to reflect the communities we serve, **refugees and women are strongly encouraged to apply**. As a company we have policies that ensure fair treatment in the application process.

NB: Only shortlisted candidates will be contacted. Employment is conditional upon successful background checks and other verification as needed.

All offers of employment will be subject to satisfactory references and background screening checks. Inkomoko also participates in the [Inter Agency Misconduct Disclosure Scheme](#), In line with this Scheme, we will request information from job applicants' previous employers about any findings of sexual misconduct, fraud, or abuse. By applying, the job applicant confirms his/her understanding of these recruitment procedures.

