



VACANCY NOTICE - ECONOMIST

Background

The Government of Saint Lucia with assistance from Compete Caribbean Program established the National Competitiveness and Productivity Council (NCPC) with an accompanying Technical Unit. The NCPC is a forum for public-private dialogue (PPD) on issues relating to productivity and competitiveness and is charged with the mandate to define the agenda on enhancing the country's productivity and competitiveness.

The Technical Unit provides all the necessary support to the NCPC in the fulfilment of its mandate. The successful candidate will report to the Executive Director of the NCPC Technical Unit.

Core Responsibilities:

- (i) Undertake research for the development of key documents to support NCPC discussions and meetings.
- (ii) Develop statistical databases with key microeconomic and macroeconomic data;
- (iii) Participate in exercises of the Council's to provide recommendations on actions to promote productivity and competitiveness to the Government of Saint Lucia.
- (iv) Monitor proposed recommendations and ongoing actions for enhancing productivity and competitiveness.
- (v) Implement/coordinate and monitor of key projects of the NCPC as assigned.
- (vi) Develop PowerPoint Presentation for NCPC or other required meetings.
- (vii) Draft terms of reference for consultants working towards specific outputs related to the execution of NCPC activities.
- (viii) Assist with the drafting of academic papers, studies, journal articles and related documents for knowledge generation and sharing on issues of private sector development and competitiveness in the Caribbean.
- (ix) Draft letters and memos including memos to Cabinet as related to the work of the NCPC.
- (x) Assist with the organization of knowledge at fairs, conference, and workshops to promote the issues surrounding productivity and competitiveness.
- (xi) Participate in meetings/conferences in keeping with the objective of the Council.
- (xii) Undertake other duties as required relating to the work of the NCPC.

Skills, Knowledge and Abilities:

- (i) Leadership capabilities and ability to work with multi-disciplinary teams;
- (ii) Computer literacy, especially possessing operational skills in word-processing and spreadsheet application including software programs such as Word, Excel, PowerPoint, Microsoft Project.
- (iii) Strong analytical background with the ability to analyse data and information.
- (iv) Ability to work effectively in partnership with all stakeholders while maintaining the credibility of the work and the Office of the Technical Unit.
- (v) Ability to find and communicate accurate information concerning processes, policies and procedures to stakeholders;
- (vi) Ability to work and function within a close knit team of officers;
- (vii) Ability to handle stakeholders tactfully, courteously, and diplomatically;
- (viii) Must be of high integrity, transparent, and accountable;
- (ix) Ability to establish and maintain effective working relationships with Project Steering Committee, Ministry of Finance and Compete Caribbean staff, vendors, private organizations and the public.
- (x) Working Knowledge of public and private organisations; preferably, direct working experience with government, private sector agencies and international organizations.
- (xi) Ability to communicate effectively in written and oral formats.
- (xii) Effective reporting writing skills are essential.

Qualifications:

- (i) Master's Degree in Economics
OR
- (ii) Bachelor's Degree in Economics with at least six years of experience in working in a similar position.
- (iii) Knowledge of project management will be considered an asset.

Salary:

Salary will be paid according to qualifications and experience.

Deadline for submission of applications is December 21, 2016 and should be sent to:

**Executive Director
National Competitiveness & Productivity Council (NCPC)
Department of Finance
4th Floor Finance Administrative Centre
Pointe Seraphine
Castries
Saint Lucia**

Or via e-mail to stluciancpc@gmail.com

Only shortlisted applicants will be contacted.