MINISTRY OF FINANCE

ROLE | JOB DESCRIPTION: ECONOMIST

CORPORATE INFORMATION

1. Position Level: Salary Band K
2. Salary Range: [$66,493.04 - $84,699.48]
3. **Duty Station:** Suva
4. Reporting Responsibilities:
   a) **Reports To:** MCC Compact National Coordinator
   b) **Liaises with:** MCC Economists and Technical Specialists, Compact Development Team, Government Ministries, Fiji Bureau of Statistics, Private Sector
   c) **Subordinates:** Nil
   d) **Term:** One (1) year project-based contract term, with the possibility of extension.

POSITION PURPOSE

The Economist supports compact development efforts by providing key inputs to the root cause analysis and leading the development of the economic justification for the identification and selection of proposed projects, and by participating in the beneficiary analysis and economic rate of return (ERR) calculation for agreed projects. The Economist works closely with technical specialists to develop a results framework, define indicators, document baseline data and project targets, and assess data quality and data needs. Ultimately, the Economist is responsible for ensuring that each project in the compact programme meets MCC's strict requirements for raising economic growth and alleviating poverty, with particular emphasis on how proposed projects are likely to impact poor households and disadvantaged groups, including women. The position sits within the Compact Development Team (CDT), embedded within the Budget Division of the Ministry of Finance, and is expected to carry out its analytical work consistent with both MCC's technical standards and the Ministry's internal policies and procedures.

KEY RESPONSIBILITIES

The position will achieve its purpose through the following key responsibilities. Working with relevant staff and service providers, in accordance with legislative requirements:

1) Assist with the understanding and quantification of the priority problem(s) that constitute the focus of the compact, support the root cause analysis, and use the results to guide the formation of Compact projects, including their objectives, scopes and definitions.
2) Develop the economic justification for potential projects, including a clear explanation of how projects will raise economic growth, reduce poverty and affect regional trade, and provide a rationale for the use of public funds.
3) Contribute to the development of a detailed project logic or theory of change for proposed projects, in close collaboration with other members of the MCC and CDT.
4) Work with MCC Economists to conduct a detailed analysis of the economic characteristics of proposed projects, including assessing the likely economic costs and benefits, disaggregated by income level, poverty status, social group and other factors.
5) Propose an analytical framework and cooperate with MCC Economists to gather required data and develop a cost-benefit analysis (CBA) model for proposed projects and develop a detailed assessment of how projects will impact intended beneficiaries, with particular attention to poor households and disadvantaged groups.
6) Lead the CDT in identifying key indicators to measure the expected outputs and outcomes of proposed projects, and document baselines and targets based on sector evidence, work plans, the economic model and anticipated results.
7) Review existing data sources, particularly administrative data collected by government entities, to assess availability, quality, frequency and disaggregation, and prepare proposals for addressing data quality gaps.
8) Undertake any other duties as directed by the National Coordinator that are consistent with the role and aligned to the successful development of Fiji's MCC Compact.

KEY PERFORMANCE INDICATORS

For Government of Fiji employment and performance-management purposes, performance will be assessed against the following indicators:

1) Economic justification, cost-benefit analysis and ERR calculations are delivered for all proposed projects, meeting MCC's minimum 10% ERR requirement and technical standards.
2) A clear project logic and results framework, with documented indicators, baselines and targets, is developed for each proposed project.
3) Beneficiary analysis accurately captures impacts on poor households and disadvantaged groups, including women, consistent with MCC best practice.
4) Data quality assessments and gap-filling proposals are completed accurately and on schedule to support project development.

Person Specifications

In addition to a Post-Graduate degree in economic, public administration, or a related subject (a master's degree or higher is strongly preferred, or equivalent relevant experience). The following Knowledge, Experience, Skills and Abilities are required to successfully undertake this role.

Knowledge and Experience

1) Minimum five (5) years of experience in an economics or monitoring and evaluation position, preferably including work with international donors and the private sector.
2) Demonstrated ability to acquire, assess the quality of, and analyse data from local institutions such as government ministries and statistical agencies.
3) Demonstrated ability to analyse the economics of development projects; experience conducting cost-benefit analysis and beneficiary analysis preferred.
4) Experience designing and implementing monitoring systems preferred.
5) Demonstrated experience in one or more statistical analysis software packages and databases.

Skills and Abilities

1) Capacity to manage a variety of analytical tasks and demands with limited supervision, in a responsible and flexible manner.
2) Ability to translate complex economic analysis into clear justification for senior decision makers and external stakeholders.
3) Strong quantitative and analytical skills, with attention to data quality and rigour.
4) Excellent written and verbal communication skills, with high proficiency in technology use.

Personal Character & Eligibility

All applications for employment in the Ministry must be of good character, with a background that demonstrates their commitment to the public service values contained in the Fiji Constitution. Applicants must also be a Fijian Citizen, preferably under the age of 60, in sound health, with a clear police record. The selected applicant will be required to provide a medical certificate and police clearance prior to taking up duty.

The Ministry of Finance is an Equal Employment Opportunity Employer. Applications are encouraged from all eligible, qualified applicants. Only specific Knowledge, Experience, Skills and Abilities on the job will be considered in assessing the relative suitability of applicants.