



CENTRAL BANK OF SOLOMON ISLANDS

APPLICANT INFORMATION PACKAGE

POSITION SPECIFICATION	
POSITION TITLE:	05/2016 Statistical Analyst – Balance of Payments
DEPARTMENT:	Economics Research and Statistics Department
WORK UNIT:	Balance of Payments
REPORTS TO:	Senior Analyst – Balance of Payments Sector
RESPONSIBLE FOR:	
GRADE:	3.2
BASE SALARY RANGE:	\$69,056.00 - \$99,268
ESSENTIAL QUALIFICATION:	A Bachelor's degree or Honors Degree in Economics is strongly preferred. A solid record of academic success would be an advantage.
ESSENTIAL EXPERIENCE:	Work experience in Statistical surveys and analysis is essential.
ESSENTIAL PERSONAL ATTRIBUTES:	<ul style="list-style-type: none">• Ability to handle sensitive and confidential information.
ESSENTIAL TECHNICAL COMPETENCIES	<ul style="list-style-type: none">• Exceptional statistical skills that ensure BOP statistics meet international quality standards.• Good Analytical skills to write well written reports.• Ability to work collaboratively with colleagues to achieve the department and banks goals.• Ability to conduct statistical and economic analysis for the bank's purpose.• Ability to use Microsoft Word, Excel and Econometrics software such as Eviews.• Ability to develop and utilize statistical methodologies and techniques that enhances productivity.
ESSENTIAL BEHAVIOURAL COMPETENCIES	<ul style="list-style-type: none">• Ability to work collaboratively with colleagues to achieve the department and the bank's goals.

JOB DESCRIPTION

JOB SCOPE AND PURPOSE	The position holder is directly responsible for collating and tabulating Balance of Payment (BOP) statistics in support of the work in the BOP Sector.
KEY RESULT AREAS	<p>3.1 Assist the Senior Analyst to perform the functions of the BOP Sector.</p> <p>3.2 Effectively administer the BOP annual and quarterly surveys</p> <p>3.3 Have a good understanding of the BOP manual.</p> <p>3.4 Possess excellent statistical and analytical skills with an ability to translate BOP survey data into well-written reports.</p> <p>3.5 Have strong communication skills in collecting information, interpreting data, and presenting of results.</p> <p>3.6 Assist in the drafting of various economic reports.</p> <p>3.7 High proficiency in relevant statistical and computing skills</p> <p>3.8 Perform the responsibilities of the Senior Analyst BOP or other superiors in his/her absence.</p> <p>3.9 Able to work independently and as part of a team.</p>

HOW TO APPLY

To apply for the position, please submit the following:

- (1) An introductory cover letter
- (2) A completed Recruitment Application Form (available on CBSI website and at the CBSI Head Office at Mud Alley Avenue)
- (3) A current Resume or Curriculum Vitae
- (4) Two Reference Letters
- (5) Certificated copies of academic qualifications and transcripts.

All applications are to be addressed to:

The Secretary
Central Bank of Solomon Islands
P O Box 634
Honiara, Solomon Islands

Application in sealed envelopes can be hand-delivered or posted by mail. Alternatively applications can be submitted by email to: jinimae@cbsi.com.sb copied to rsulu@cbsi.com.sb

CLOSING DATE FOR ALL APPLICATIONS - Friday 16th December 2016

For further enquiries, please visit the CBSI website at <http://www.cbsi.com.sb/> or email info@cbsi.com.sb for information pertaining to the position or call in at the CBSI Head Office at Mud Allay Avenue. For more enquiries please call the Human Resource Office on telephone 21791, Ext. 221 or 211 or email jinimae@cbsi.com or rsulu@cbsi.com.