



CENTRAL BANK OF SOLOMON ISLANDS

**APPLICANT INFORMATION PACKAGE**

<b>POSITION SPECIFICATION</b>	
<b>POSITION TITLE:</b>	Research Analyst – Government Finance
<b>VACANCY REF NO.:</b>	03/2018
<b>DEPARTMENT:</b>	Economics Research and Statistics Department
<b>WORK UNIT:</b>	Government Finance
<b>REPORTS TO:</b>	Senior Analyst – Government Finance
<b>RESPONSIBLE FOR:</b>	
<b>GRADE:</b>	3.2
<b>BASE SALARY RANGE:</b>	\$74,684.06 – 108,263.27
<b>ESSENTIAL QUALIFICATION:</b>	Tertiary qualification in Economics, Research, Statistics or related field
<b>ESSENTIAL EXPERIENCE:</b>	<ul style="list-style-type: none"><li>• Work experience in data analysis is essential</li></ul>
<b>ESSENTIAL PERSONAL ATTRIBUTES:</b>	<ul style="list-style-type: none"><li>• Ability to handle sensitive and confidential information</li></ul>
<b>ESSENTIAL TECHNICAL COMPETENCIES</b>	<ul style="list-style-type: none"><li>• Exceptional statistical skills that ensure Government statistics meet international quality standards</li><li>• Good analytical skills to write well written reports</li><li>• Excellent communication skills, both written and oral.</li><li>• Ability to conduct statistical and economic analysis for the bank’s purpose.</li><li>• Ability to use Microsoft Word, Excel and Econometrics software such as Eviews</li><li>• Ability to develop and utilize statistical methodologies and techniques that enhances productivity</li></ul>
<b>ESSENTIAL BEHAVIOURAL COMPETENCIES</b>	<ul style="list-style-type: none"><li>• Ability to work collaboratively with colleagues to achieve the department and banks goals.</li></ul>

## JOB DESCRIPTION

<b>JOB SCOPE AND PURPOSE</b>	Responsible for collating, tabulating and analyzing monetary statistics in Government Finance in support of the work in the Government Finance Sector.
<b>KEY RESULT AREAS</b>	<ul style="list-style-type: none"><li>3.1 Assist the Senior Analyst to perform the functions of the Government and Finance Sector.</li><li>3.2 Good knowledge of the Government Finance Statistics Manual</li><li>3.3 Monitor and forecast the key global and domestic economic trends and assess their impacts on the domestic economy.</li><li>3.4 Possess excellent analytical skills with an ability to translate government finance statistics into well-written reports.</li><li>3.5 Have strong communication skills in collecting information, interpreting macroeconomic data, and presenting of results.</li><li>3.6 Assist in the drafting of various economic reports</li><li>3.7 High proficiency in statistical and database software packages such as Eviews, excel, word and power point</li><li>3.8 Perform the responsibilities of the Senior Analyst GFS in his/her absence</li><li>3.9 Able to work independently and as an effective member of a team</li></ul>

## 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: [jfagasi@cbsi.com.sb](mailto:jfagasi@cbsi.com.sb) copied to [adentana@cbsi.com.sb](mailto:adentana@cbsi.com.sb)

**CLOSING DATE FOR ALL APPLICATIONS - 31<sup>st</sup> August 2018**

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