

6.1 WORKING AND WORKING RELATIONSHIP

Internal – Assist, understudies, facilitates the work of the Senior Research Analyst.

External – Review and create a database of economic sector policies impacting on NSO's operations.

6.2 WORK ENVIRONMENT

The position is a technical (research) position with the SLM&R Unit ensure research programs are adequately promoted in a holistic manner in achieving NSO aims and objectives

7. CONSTRAINTS FRAMEWORK AND BOUNDARIES

Key legislation and government policies that influence the work of National Statistical Office include:

- Public Finances (Management) Act and related Financial instruction
- Organic Law on Provincial and Local Level Government
- Public Services (Management) Act and Public General Orders
- Government Financial Management System and Financial Procedures
- Public Service Code of Business Ethics and Conduct
- Vision 2050 and related Development and Implementation Plans

8. CHALLENGES

1. Some key challenges include the effective implementation of the Corporate Plan, Management Action plans and
2. The effective and efficient management and implementation of government policies which have not been fully digested in the public service
3. Meeting and liaising with the NSO management to promote government policies, regulations, governance and other legislations to promote statistics.

9. QUALIFICATIONS, EXPERIENCES AND SKILLS

(a) Qualifications

- A minimum entry of a Bachelor Degree in Mathematics, Economics or Social Sciences.
- Administrative ability of a high order.

(b) Knowledge

- Statistical Services Act. 1980.
- Public Service Management Act and General Orders
- Public Finance Management Act
- Organic Law on Provincial and Local Level Governments
- Government policies relating to administration & statistics.

(c) Skills

1. Applied computing skills
2. Analysis skills
3. Research skills
4. Fair Knowledge of Government Financial Accounting System
5. Good Knowledge of Laws and Policies Governing work of NSO
6. Effective report writing and oral communication
7. Well-developed interpersonal and public relations skills

(d) Work Experience:

A minimum three (3) year's work experience in government and the private sector.