ADMINISTRATOR (GRADE A2/A3) IN THE SCIENTIFIC, TECHNOLOGICAL AND INDUSTRIAL INDICATORS DIVISION, DIRECTORATE FOR SCIENCE, TECHNOLOGY AND INDUSTRY

Closing date for applications:  18 March 1992

Duties:

Under the supervision of the Head of the Structural Analysis Section (Principal Administrator), the post-holder will be required to:

1. Contribute to the development of new indicators relating technology to economic growth, competitiveness and structural change. In this context:

   -- manage and develop the structural analysis database of basic scientific, technological and industrial statistics and indicators derived from them;

   -- prepare publications based on the structural analysis database, including those in computer-readable form.

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2. Draft analyses and reports which use the structural analysis database on technology and competitiveness, productivity, etc. Provide advice to the staff of the policy Divisions responsible for the analytical reports and "Outlooks" of the DSTI on the use of the structural analysis database and, where required, prepare substantive contributions.

3. Participate as necessary in the other exploratory, development and analytical work of the STIID. Liaise with the Directorate for Computers and Communications (DCC); participate in task forces and user groups. Develop and implement, in collaboration with DCC, the application of new computer and network technology and software to the work of the Division.

4. Organise workshops and seminars, manage consultants, develop collaborative working relationships in this area with colleagues in other parts of the OECD, in Member countries and other international organisations and Eurostat.

5. Manage statistical assistants, auxiliary staff and consultants.

Principal qualifications:

1. Advanced university degree in economics, statistics, or related discipline, or equivalent qualification or experience.

2. Experience in the theory, methodology, development and interpretation of scientific, technological and industrial indicators and with the techniques of statistical analysis.

3. Experience in the development and management of statistical databases; familiarity with current technology in computers for processing data would be an advantage.

4. Ability to direct and supervise the work of statistical assistants and consultants.

5. Command of one of the two official languages of the Organisation (English and French) and the ability to draft in that language. Knowledge of the other. A knowledge of other languages would be an advantage.