ADMINISTRATOR (GRADE A2/A3), FISCAL AFFAIRS DIVISION, FINANCIAL, FISCAL AND ENTERPRISE AFFAIRS DIRECTORATE

Closing date for applications: 21 September 1992

Duties:

• Under the general supervision of senior staff:

1. To service the Committee on Fiscal Affairs and its Working Parties and to contribute to the activities of other Directorates in the Organisation.

2. To prepare draft reports on international and domestic tax policy issues, particularly for the Committee’s Working Party on Tax Analysis and Tax Statistics.

3. To contribute to the development of the reporting systems on tax revenues and the tax/benefit position of households and on the distributional aspects of taxation.
Principal qualifications:

1. Advanced university degree in economics, preferably with specialisation in public finance.

2. Practical experience of work on taxation in a national tax administration, an international organisation or the private sector. Knowledge of tax systems and policies in a number of countries would be an advantage.

3. Familiarity with statistical techniques and econometric analysis. Experience with building up micro-based models.

4. Proven drafting ability and capacity to express technical aspects of tax legislation and regulation in clear and concise language.

5. Ability to collaborate with professional colleagues.

6. Excellent knowledge of one of the two official languages of the Organisation (English and French) and ability to draft well in that language; some knowledge of the other language would be desirable.