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

Closing date for applications: 3 June 1993

Duties:

1. To participate in the servicing of the Organisation’s subsidiary bodies falling under the responsibility of the Financial Affairs Division (Committee on Financial Markets, Insurance Committee and their working groups) and to contribute as appropriate to the activities of other Directorates in the Organisation.

2. To monitor and assess the evolution of the international capital markets and of the financial institutions operating thereon.
3. To draft analytical and policy-oriented papers on international financial issues, particularly with regard to the organisation and functioning of the international capital markets.

4. To advise and assist in the development of the Division’s database on international capital market statistics.

5. To participate in the Division’s analysis of structural and regulatory issues in the financial area.

6. To maintain regular contact with government officials and members of international organisations.

Principal qualifications:

1. Advanced university degree in economics and/or international finance.

2. Practical experience (preferably acquired in a national administration or in an international organisation) in the areas of work covered by the Division. Familiarity with international capital markets, including statistical aspects, would be an advantage.

3. Capacity to work in a multidisciplinary manner.

4. Ability to work with senior government officials and representatives of the financial services industry.

5. Excellent knowledge of one of the two official languages of the Organisation (English and French) and proven ability to draft clear and concise reports in that language; some knowledge of the other language would be desirable.