PRINCIPAL ADMINISTRATOR (GRADE A4), FINANCIAL POLICIES AND PRIVATE SECTOR DIVISION, DEVELOPMENT CO-OPERATION DIRECTORATE

[Duration of appointment: Fixed term (one year, renewable)]

Closing date for applications: 14 June 1995

The OECD is an equal opportunity employer and encourages applications from female candidates

Duties

Under the general supervision of the Head of Division, the incumbent will be required to:

1. Plan and implement the programme of work relating to tying status and aid quality/effectiveness. This involves monitoring, analysing and synthesising the evolution of and trends in tying status policies/practices with the objectives of promoting the use of untied aid, improving discipline in the use of tied aid and generally improving the quality and effectiveness of aid. Prepare policy-oriented papers for discussion in the Working Party on Financial Aspects of Development Assistance; liaise and co-ordinate work with the "Helsinki" package.
2. Plan and implement work relating to corruption and ensure its contribution within the DAC agenda on good governance; contribute as necessary to the other work of the Division/Directorate (e.g. Chairman’s Report, Aid Reviews).

3. Develop and maintain positive and productive relations with Delegations/capitals and other bodies (Committees, Directorates) of the OECD and elsewhere necessary for the effective conduct of the work and the pursuit of horizontal activities.

4. Supervise support staff in the monitoring and provision of OLIS notifications, statistics and other information exchange between the Division and Member countries. Supervise other professional and consultancy staff in specific project activities, as appropriate.

**Principal Qualifications**

1. Advanced university degree in economics or a similar relevant discipline.

2. Demonstrated professional capacity and expertise in the areas of aid quality and effectiveness, tying status issues and procurement practices. Development-agency and field experience are definite assets.

3. Strong skills in identifying, analysing, and synthesising policy issues.

4. Capacity to adapt rapidly to new tasks; proven ability to work effectively both independently and as part of a team; good judgement in dealing with complex and sensitive policy issues; ability to communicate effectively with Delegations; ability to formulate and advance initiatives.

5. Proven policy analysis experience in other fields covered by the Division (e.g. external finance for development; debt) would be an advantage.

6. Proven experience in supervising teams and in guiding supporting staff.

7. Excellent speaking ability in one of the official languages of the Organisation (English and French) and proven ability to produce clear and concise drafts of technical and policy-oriented reports in that language; good working knowledge of the other.

N.B. The post may be filled at the level immediately below if the qualifications and professional experience of the selected applicant correspond to that level; in this case, the duties and responsibilities assigned to the post will be adjusted accordingly.