OFFICE CIRCULAR

PRINCIPAL ADMINISTRATOR (GRADE A4), FISCAL AFFAIRS DIVISION, DIRECTORATE FOR FINANCIAL, FISCAL AND ENTERPRISE AFFAIRS

Closing date for applications: 19 December 1994
The OECD is an equal opportunity employer and encourages applications from female candidates.

Duties

Under the general guidance of the Head of Division, the post-holder will be required to:

2. Supervise and carry out studies on the international aspects of taxation with specific reference to the issues that arise in the tax treatment of multinational enterprises, including contacts with non-Member countries.

3. Assume overall responsibility for completion of the revision of the 1979 report on Transfer Pricing and Multinational Enterprises, implementation of the new guidelines and supervision of reviews of country practices in this area.

4. Direct studies on the tax policy implications of the globalisation of financial markets and the rapid development of new financial instruments.

5. Initiate and supervise the work of other professional staff. Maintain close relations with government officials.

6. Monitor developments in international co-operation in tax matters and follow relevant discussions in other international fora.

**Principal qualifications**

1. Advanced university degree in law, economics or public finance.

2. Extensive knowledge and experience (acquired in a national administration, an international organisation or in the private sector) in the areas of work covered by the Division.

3. Familiarity with transfer pricing issues in the operation of financial markets.

4. Ability to take responsibility for and to co-ordinate a number of multidisciplinary activities, to lead discussions in expert groups, to supervise the work of other professional staff and to liaise with government officials.

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