

AMinistry:	Ministry of Finance
Division:	Economic & Fiscal Policy Division (EFPD)
Location:	St George Building (Nuku'alofa)
Job Title:	Principal Economist
Position Number:	FIN08201111100110003
Reports to:	Deputy CEO (EFPD)
Band:	I
Salary:	\$34,342-\$51,511
Job Purpose	<p>Ministry Profile Statement:</p> <ul style="list-style-type: none"> ✚ Improved macroeconomic management & stability with deeper financial markets ✚ Closer public/ private partnership for economic growth ✚ More efficient, effective, affordable, honest, transparent & apolitical public service focused on clear priorities ✚ Appropriate decentralization of government administration with better scope for engagement with the public ✚ Improved collaboration with development partners ensuring programs better aligned behind government priorities ✚ More reliable, safe and affordable information and communication technology used in more innovative ways ✚ Improved national and community resilience to the potential disruption and damage to wellbeing, growth and development from extreme natural events and climate change <p>Job Purpose:</p> <p>Assist the Chief Economist and Macroeconomic team in the preparation and provision of regular, timely and proactive:</p> <ul style="list-style-type: none"> ➤ Policy review/analysis and advice based on government policy and decisions and macroeconomic/social issues- and development, including trade-and implications, ➤ Review and assess performance of the economy through conducting of economic forecast (GDP forecasting) and reporting ➤ Administer of key selected economic indicators database, GDP forecast framework and support in macroeconomic framework, revenue forecast and medium-term expenditure framework. ➤ Support the development of the systems for the delivery of this work and help guide the work of the Senior Economists, Economists and Assistant Economist in the Section.
Accountabilities / Outcomes	<p>Planning</p> <ul style="list-style-type: none"> ➤ Individual Work Plan (IWP) ➤ Contribution to the division CP/AMP/Annual Report and JD

Organizing

1. Support the Chief Economist in developing and maintain effective working relations with, and disseminate information to key stakeholders such as government line ministries/agencies and international partners such as IMF, World Bank & ADB for planned missions.

- Preparation for the IMF Article IV mission including responding to their questionnaires
- Attend/participate in meetings with the IMF Article IV mission & other sessions on real sector
- Attend other meetings where necessary (including growth committees & other overseas missions)
- Compilation, verification of information and data to be sent out.

2. Representing the Ministry at various macro and other meeting in particular technical, domestically and overseas, with other Ministries and a wide range of other stakeholders

- Proactively support to the representation of the Ministry at overseas and domestically- with MDAs and with wide range of stakeholders with good two-way consultation and sharing of information.
- Support to communicating government macroeconomic and development policies to Stakeholders with assistance in verification of data and information requested.

3. Assist the Chief Economist/HOD to supervise and mentor staff, and maintaining a conducive and friendly work environment

- Support to the desirable of the Section to work including supervision and mentoring of staff, and on occasions act for the Chief Economist or Head of Division in their absence
- Support to the delivery of the division's output.

Leading

Economic Forecast:

GDP forecasting for Primary Sector:

- Conduct forecast for Fisheries Forestry and Agricultural sub-sector industries as sector analysts responsible for Review, assessing and reporting on the overall developments of Primary Sector.

Periodic Economic Updates:

- Prepare August Monthly Economic Update (MEU)
- Assist with preparation of Half-Yearly Review Update (HYR) for July-December

Controlling

Policy advises and review

1. Assist the Chief Economist (CE) in conducting analysis, review and evaluate of macroeconomic performance using the macroeconomic framework through

- Conducting analysis, peer review and evaluate contribution of Primary Sector & Agricultural and Forestry Fisheries sub-sector to the macroeconomic performance using the revenue forecast and medium-term expenditure framework.
- Support in monitoring of fiscal anchors

2. Assist CE and HOD to provide regular timely and proactive policy analysis and advise on macroeconomic/social issue, national development including, trade, formulation, updating and monitoring with particular focus on consistent national strategy and the impact of government policy proposals and decisions

Participate in peer review, analysis and evaluate of a request for government subsidy

- Assist CE and HOD in the Revenue Policy Committee (RPC)
- Assist CE and HOD to conduct meetings and provide secretariat roles of the Macro Technical and Advisory Committees
- Participate in peer review and analysis of economic implications and assist in the development of working paper for policy considerations for consistency with government policies & decisions.

Budget Strategy and Budget Statement



3. Provide input and analysis into the preparation of documents for the budget process

- Budget Strategy
- Provide relevant update and propose new policy initiatives to overall Primary sector, Agricultural and Forestry Fisheries sub-sector
- Assist with provision of macro assumption
- Assist in monitoring of budget strategy status.

• **Budget Statement**

- Assist with the coordination role of the division to produce Budget Statement (BS)- distribution & follow up updates of each section of the BS from relevant divisions/MDAs & NRBT
- Draft relevant sections of the BS-overview of Primary sector and fisheries sub- sector
- Provide assistance with the compilation role of the division- all sections into one document (BS)
- Provide Tongan translation of relevant section of the BS
- Provide assistance with the overall checking and quality control of the BS (both English & Tongan versions) for submissions to both Cabinet & LA

	<ul style="list-style-type: none"> ➤ Incorporate comments for both versions of the BS prior & after Cabinet & LA ➤ Provide assistance with the printing & binding of the BS for submissions both to/after Cabinet & LA <p>Technical</p> <ol style="list-style-type: none"> 1. Administer the maintenance and enhancement of the Database on key Selected Economic Indicators for a robust policy analysis and advise <ul style="list-style-type: none"> ➤ Ensure database is updated and assist in verification data that input into the database through discussion with the Economist and Assistant Economist. 2. Assist CE in maintaining of the macroeconomic framework <p>Carry out any other work-related duties as may be directed by the Deputy CEO for EFPD or the CEO for Finance</p>
Person Specification	
Skills and Abilities	<p>Mandatory:</p> <ul style="list-style-type: none"> • strong leadership and management skills, including mentoring • excellent analytical skills with ability to explain to a non-technical audience • Excellent computer skills and well versed with appropriate computer programs such as Microsoft Office (Word, Excel, Access, Power Point etc). • Excellent communication skills: fluent in both Tongan and English languages (written and spoken). • good public relation and networking skills able to work with a range of professions and organizations • able to work in resourced constrained environment □ ability to travel and work after hours when the need arises
Qualifications and Experience	<p>Mandatory:</p> <ul style="list-style-type: none"> ➤ Postgraduate qualification (Level 8 TNQAB framework: (postgraduate Diploma/BA with honours + 2) (MA + 1) years' experience in a similar role ➤ Relevant degree + 3 years in a similar role, or 6 years' relevant work experience ➤ Relevant diploma + 6 years in a similar role, or 10 years' relevant work experience ➤ Current TPS employee with 7 years' experience in a similar role (meeting other core competency and experience requirements specified in the job description + PMS scores of 3 or above for the past 2 consecutive years)
Authorised by (sign and date)	

Deputy CEO / HOD - EFPD	Name: Ms Lesieli Tufui Faletau  Signature & Date: 08/08/24
CEO for Finance	Name: Mrs Kilisitina Tuamei'api  Signature & Date: 9/2/24
Employee	Name: Vacant Signature & Date:

