



Director, Research and Analysis (GMG/SEG 4)- Vacant, salary range \$3,154,073 – \$3,749,202 per annum and any allowance(s) attached to the post.

Taxation and Policy Division

Job Purpose

To maintain a system of statistical intelligence, which guides the development and maintenance of an efficient and equitable tax system to create a climate in which savings, investment, and production, is encouraged..

Key Responsibilities

- **To estimate the cost and assessment of maintaining or introducing new and/or existing measures.**
 - Designs, organizes, and directs the conduct of statistical surveys which provide the data required for formulating taxation policy;
 - Develops and maintains econometric models relating to specific regimes;
- **To evaluate the impact of proposed taxation measures on the economy and social stability of the country.**
 - Consults with the Revenue Departments and other agencies in the preparation of annual projections for revenue collections;
 - Provides technical input to other Government Departments on the feasibility of generating revenue from various sources;
- **To determine the impact of taxation measures on taxpayers.**
 - Conducts studies on the impact of existing tax measures on revenue, taxpayer, their effectiveness and efficiency;
 - Collects data and information to provide analysis on the cost of financing new and existing incentives and concessions requested by various interest groups;
- **To lead and manage the Unit in the achievement of the above strategic objectives.**
 - Plans, organizes and directs the work of the unit, including overseeing the development of the unit's component of the corporate and operational plans and budgets, and monitoring the unit's achievement against them;
 - Seeks feedback from key internal and external stakeholders as above with regard to their satisfaction with the level of service provided by the unit responding appropriately;
 - Develops and manages the performance of the unit with particular emphasis on transferring skills, motivating staff, setting performance targets, monitoring performance, provides feedback to staff, and arranges for training;
 - Ensures that the unit's staff has sufficient and appropriate physical resources to ensure efficient and effective performance of assigned duties;

- Maintains effective working relationships with external and internal stakeholders to ensure that the Unit provides a consistently high level of service to them.

Required Knowledge, Skills and Competencies

- Sound knowledge of computer application – statistical programmes;
- Sound knowledge of Tax Acts and regulations
- Financial Analysis
- Job Knowledge
- Strategic Management
- Leadership
- Visionary
- Integrity & Ethics

Required Experience and Qualifications

- BSc. Degree in Economics including statistics and public finance together with postgraduate training in economics and tax analysis.
- Five (5) years in Taxation and statistical research and analysis with three (3) years at management level.

Special Condition of the Job

- Critical Deadlines

***Suitably qualified persons are invited to forward a cover letter and
résumé
no later than***

Monday, February 21, 2022 to:

***Senior Director, Human Resource Management & Development
Human Resource Management & Development Branch
Ministry of Finance & the Public Service
30 National Heroes Circle
Kingston 4
hrapplications@mof.gov.jm***

Please identify the job title of interest as the Subject

***Detailed information about the positions can be accessed on the Ministry's website
www.mof.gov.jm:***

***We thank all applicants for the interest expressed; however, only
shortlisted candidates will be contacted.***