



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO
MINISTRY OF TRADE AND INDUSTRY

Career Opportunity

SENIOR RESEARCH STRATEGIST

JOB SUMMARY

The incumbent will be required to manage a cadre of professionals responsible for undertaking research and data analysis at the Ministry. The Senior Research Strategist must be able to effectively coordinate the output of the Research Strategists and Research and Statistical Analysts in a logical way and provide information to the Executive of the Ministry in relation to the overall Macroeconomic goals and objectives of the Ministry and the Government.

DUTIES AND RESPONSIBILITIES

- Undertakes research and statistical analysis on the potential impact of existing trade agreements.
- Undertakes market intelligence in relation to the areas and sectors of interest to the Government and Ministry.
- Undertakes econometric modelling and other statistical analyses to develop trends and forecasts to assist in public policy formulation.
- Undertakes monitoring and forecasting of macroeconomic developments at the global level (such as of world economic activity and world trade) or in key advanced and emerging market economies and their impact on trade, business and investment.
- Proactively undertakes Research and Statistical tasks in relation to the growth and development of trade, business and investment in Trinidad and Tobago.
- Ensures that Research and Statistical activities are undertaken in alignment with the programmes, goals and strategic objectives of the Ministry.
- Assists the Senior Research Strategist in undertaking Research and Statistical activities for the Ministry's stakeholders and its Trade Related Institutions (TRI's), in both the public and private sectors.
- Conducts research and statistical analysis for use in the preparation of documents such as Cabinet Notes, working papers, technical reports, position papers and briefs to aid in the processes of planning, policy formulation and decision making at the Ministry.
- Ensures the maintenance of a system of record keeping, filing and database management of economic information in the Ministry.

- Represent the Ministry on various committees, conferences and technical working groups as recommended by the Senior Research Strategist.
- Performs other duties, as may be required, to assist the Ministry and the Government in executing its mandate.

KNOWLEDGE, SKILLS AND ABILITIES

- Extensive knowledge of economic theory and international trade.
- Technical knowledge of contemporary research and policy development methodologies, processes and techniques.
- Comprehensive knowledge of data collection, analysis and presentation techniques.
- Sound understanding of project management, research and statistical principles, tools and techniques.
- Familiarity with the programmes, goals and strategic objectives of the Ministry and the public service.
- Results oriented and self-motivated.
- Strong research, critical thinking, forecasting and analytical skills.
- Ability to undertake data collection, analysis and business intelligence.
- Ability to analyze and synthesize data in a logical way, with experience and comfort working with large data sets.
- Ability to establish and maintain a strong network of contacts across the public and private sectors.
- Excellent interpersonal and communication skills both oral and written.
- Excellent workflow management and task organization skills and able to take responsibility for all aspects of coordination of the workflow of assigned responsibilities.
- Excellent presentation skills.
- Proficiency in the use of Microsoft Office Suite.
- Ability to work under strict and short deadlines.
- Ability to work well in a team-based environment and strong ability to work and lead efforts independently.
- Strong project execution skills, an acute eye for detail and ability to multi-task.

MINIMUM EXPERIENCE AND TRAINING

- A Master's Degree in Economics, Business Management, International Trade or MBA or equivalent qualification, from a recognized University or Business School.
- A minimum of five (5) years practical experience in policy development, research or statistical analysis preferably in the areas of trade, business development and investment.

Submit your Curriculum Vitae, giving details of qualifications and experience to:

**Permanent Secretary, Ministry of Trade and Industry
Level 11, Nicholas Tower, 63-65 Independence Square,
Port-of-Spain
Attention: Senior Human Resource Officer**