
External Publication of Job Posting

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Job Posting Title

SENIOR STATISTICS AND RESEARCH OFFICER – AFRICAN INSTITUTE FOR REMITTANCES (AIR)

Start Date

12.10.2018

End Date

13.11.2018

Reference Code

AIR / 2018/11 - 03

Job Title

SENIOR STATISTICS AND RESEARCH OFFICER – AFRICAN INSTITUTE FOR REMITTANCES (AIR)

Organization

The African Union (AU), established as a unique Pan African continental body, is charged with the responsibility of spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

The African Institute for Remittances (AIR) was established in 2014 as a Specialized Technical Office of the African Union Commission (AUC) with the aim to assist the AU Member States to maximize the impact of remittances for social and economic development in Africa.

Towards meeting its mission, the African Institute for Remittances will work with partners and African Union member States in three strategic priority areas: 1) Improve the statistical measurement, compiling and reporting capabilities of Member States on remittances data; 2) Promote appropriate changes to the legal and regulatory frameworks for remittances, payment and settlement systems as well as use of innovative technology so as to promote greater competition and efficiency, resulting in reductions of transfer costs; 3) Leverage the potential impact of remittances on social and economic development of Member States as well as promoting the financial inclusion.

In seeking to achieve this objective, the African Union intends to strengthen its capacity to deliver by, among others, the reinforcement of its organizational structure and expertise. The Commission of the African Union invites applicants who are national and citizens of AU Member States for a position of Senior Statistics and Research Officer for the African Institute for Remittances.

Candidates from the following least represented countries at the African Union Commission are encouraged to apply: Algeria, South Africa, Morocco, Angola, Ghana, Congo (DRC), Equatorial Guinea, South Sudan, Namibia, Mali, Madagascar, Guinea-Conakry, Cape Verde, Central African Rep., Seychelles, Somalia, Guinea Bissau, Saharawi Arab D.R., Comoros, Sao Tome and Principe.

Department

1. Post

Job title: Senior Statistics and Research Officer

Grade: P3

Department/Agency: African Institute for Remittances

Supervisor: Executive Director, AIR

Duty Station: Nairobi, Kenya

Number of Posts: 1

Project

2. Job Purpose

Under the direct supervision of the Executive Director, AIR, the Senior Statistics and Research Officer shall be responsible for the preparation of appropriate strategic research programs; in collaboration with other colleagues, design and propose appropriate technical assistance and capacity building programs for AU Member States; monitor and evaluate impacts and improvements of capacity building activities on remittances data.

Tasks

Major Duties and Responsibilities

The Senior Statistics and Research Officer, AIR shall:

- a) Formulate and implement the research programs on remittances, disseminate findings and formulate recommendations to address the main market inefficiencies;
- b) Manage databases on remittance flows and prices and ensure timely collection and dissemination of data;
- c) Manage an effective Information Center on remittances;
- d) Provide technical assistance for the implementation of the best practices for the improvement of remittances data in the AU Member States;
- e) Work collaboratively with other colleagues to achieve organizational goals;
- f) Advise the Executive Director in remittances related activities;
- g) Performs related activities assigned by the Executive Director.

Requirements

3. Academic Qualifications and Experience Requirements

- Master's Degree in Economics, Finance and/or Statistics. A higher qualification would be an added advantage.

- Continental, regional and International working experience;

- Database/software applications and management knowledge.

- At least 7 years of relevant working experience of which 3 years should have been in a supervisory level in field related to socio-economic research, Finance, Remittances or Financial Inclusion.

OR

- Bachelor Degree or equivalent in Economics, Finance and/or Statistics. A higher qualification would be an added advantage.

- At least 10 years of relevant working experience of which 5 years should have been in a supervisory level in field related to socio-economic research, Finance, Remittances or Financial Inclusion.

4. Required Skills and Competences

A. Functional Skills

Profound understanding of remittances for development related issues;

Working knowledge of policy analysis, programmes/project management, implementation, monitoring and evaluation;

Excellent organizational and time-management skills;

Excellent interpersonal relationship practices to meet and deal with persons of diverse backgrounds;

Demonstrated ability with regard to computer skills, including excellent word-processing capabilities, database management, proficiency with internet applications and experience in using office software applications such as MS Excel, Power Point and Word, and familiarity with electronic data processing systems and ERP such as SAP.

B. Personal Abilities

Ability to deliver under tight deadlines and work well under pressure;

Analytical and problem solving abilities;

Ability to use clear, concise language in correspondence as well as including content fitting for the purpose and audiences when preparing written briefs and reports;

Able to operate in a multicultural environment;

High level of autonomy at work, yet with profound team-spirit;

Adaptive, patient, resourceful, resilient and flexible;

Pro-active and solutions oriented.

5. Language Requirement:

Applicants must be proficient in at least one of the African Union working languages. Knowledge of one more or several other working languages would be an added advantage.

6. Tenure of Appointment:

The appointment will be made on regular term contract for a period of three (3) years, of which the first twelve months be consider as a probationary period. Thereafter, the contract will be for a period of two years renewable, subject to satisfactory performance and deliverables.

7. Gender Mainstreaming:

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

8. Remuneration:

Indicative basic salary of US\$ 37,453 (P3 Step1) per annum plus other related entitlements e.g. Post adjustment (42% of Basic Salary), Housing allowance (\$18,585.00 per annum), education allowance (100% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$ 10, 000.00 per annum for the internationally recruited staff and \$3,300 per child per annum for locally recruited staff).

How to Apply

All applications must reach the African Union Commission not later than 13th November 2018 through the AU Commission's website <http://www.aucareers.org>.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resources
Management, African Union Commission
Addis Ababa, Ethiopia

Contract Type

Regular (Long Duration)

Employment Fraction

Full-time

Branch

AFRICAN INSTITUTE FOR REMITTANCES (AIR)

City

Nairobi