

# ECONOMIC ADVISOR

**DUTY STATION:** Sarajevo

**GRADE:** 8

**CONTRACT TYPE:** National

## **PURPOSE AND SCOPE OF POSITION:**

The advisor will prepare policy analysis and policy recommendations on issues related to the reform of the social safety net, including the health care system. He/she will be responsible for assisting the implementation phases of projects relevant to the reform of the social sector. In addition to the social sector, the advisor will also be responsible for coordination between the OHR and Poverty Reduction Strategy Project of the BiH government. Tasks include establishing and maintaining relations with relevant actors within the OHR, local authorities, and the international community. The advisor will prepare briefings, reports and updates relevant to the field of responsibility. He/she will also be responsible for correspondence related to the issues above mentioned; and will work under the general guidance of the Deputy High Representative on Economic Matters and Head of the Economic Department. The scope of work

- a) Liaising with all actors involved;
- b) Policy analysis and recommendations;
- c) Design reform-policy, assist and monitor the implementation;
- d) General Support

## **DUTIES AND RESPONSIBILITIES:**

**Liaising with all actors involved**

- Cooperate and coordinate closely with relevant multilateral organizations such as the International Financial Institutions and EU to create consistent and continuous strategies concerning the above subjects, ensuring development and implementation of economically rational policies that coincide with the broader political policy framework in place.
- Cooperate with and provide assistance to Government officials on State, Entity and Cantonal level.
- Keep on track of ongoing projects and developments of all counterparts.

### **Policy analysis and recommendations**

- Develop and review strategies and reform projects in the relevant sectors. Reforms should create social security, health, and labor market systems which are financially feasible, transparent, efficient, fair, non-discriminatory, in line with DPA, suitable for a market oriented economy, and facilitating economic development;
- Areas of activities will include, among others, health insurance systems, pension systems, war veteran and war invalid benefits, welfare, labor inspection and employment bureaus. A thorough analysis of the required institutional framework and the legal environment is required;

### **Reform policy, design and implementation**

- Further the process of reform legislation and policy in the subject area, including soliciting and editing drafts from national and international sources, participating in ministerial working groups, pursuing adoption in Parliament, and designing technical assistance for implementation;
- Analysis and design of relevant policy and legislation in conjunction with relevant experts
- In house co-ordination on the different issues

- Work together with the national authorities on the design and implementation of policy and strategy

### **General Support**

- Arrange meetings, draft letters, prepare background papers and talking points for Principal Deputy High Representatives and the High Representative.
- Give guidance to other professional and clerical staff assigned.

### **PROFESSIONAL REQUIREMENTS / QUALIFICATIONS:**

- University degree in Economics;
- At least 4 years professional experience preferably in a Ministry of Finance or Economics, a financial institution, a development aid organization or a renowned research institution;
- Thorough understanding of the social, economic, and political landscape in BiH
- Ability to interpret and summarize legal documents
- Excellent command and writing skills in English
- Good diplomatic skills
- Exceptional commitment, and availability to work

Any personnel with the above qualifications should provide (in English) a CV with a one-page cover letter and references to the following:

**Personnel Department  
Office of the High Representative  
Emerika Bluma 1, 71000 Sarajevo  
Bosnia and Herzegovina  
Fax: +387 (0) 33 283 771  
application@ohr.int**

**E-mail:**

***Reference numbers: 2004/009 must be quoted***

***Closing date for applications: 9<sup>th</sup> February 2004***

***Only short-listed candidates will be contacted***

***No telephone inquiries please***