

BOTSWANA INSTITUTE FOR DEVELOPMENT POLICY ANALYSIS (BIDPA)



BIDPA House
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Website: www.bidpa.bw

2. RESEARCH FELLOW-MACRO

The Research Fellow should have at least a masters degree in economics with a thorough grounding in economic theory (macroeconomics, microeconomics) and quantitative methods and at least one of the following areas; Public Finance ,International Finance , Development Economics, Corporate Finance and Monetary Policy.

Educational Qualifications and Experience

At least a Masters degree in the relevant field plus 4 years post-masters relevant experience

Knowledge, Attributes and Skills:

- Good understanding of theoretical concepts, research methodology and statistical methods
- Computer literacy
- Good communication and report writing skills
- Good knowledge of BIDPA services
- Ability to write and present clearly and concisely for both technical and non-technical audiences
- Ability to work with a team

Key Performance Indicators

1. Research and Consultancy

- Maintains a high standard of research and project work
- Applies accepted theoretical concepts to work, which is supported by sound empirical data and analysis
- Works independently with minimal guidance and supervision
- Frequently receives acknowledgement on the quality of work from clients and colleagues
- Demonstrates the ability to write and present policy research clearly and concisely for both technical and non-technical audience
- Consistently produces work that meets research and consultancy project deadlines
- Regularly assists colleagues with the completion of assignments
- Provides regular supervision and assistance to Research Assistants and Associate Researchers

- Is often asked to represent BIDPA as a member of a reference group or as a resource person
 - Produces in-house working papers, conference papers and journal articles
2. **Marketing**
- Establishes and maintains effective relationships with clients, often leading to additional assignments
 - Handles queries from the public and potential clients on issues relating to BIDPA'S activities in a timely and satisfactory manner
3. **Capacity Building**
- Promotes own competencies and actively seeks to develop additional skills, knowledge and expertise. Pursues personal area of study and research and in exceptional cases, will be supported for doctoral studies
 - Assists colleagues, junior staff and clients to develop knowledge and competencies. Transfers knowledge and work experience effectively

COMPETENCIES

- Good understanding of theoretical concepts, research methodology and statistical methods
- Computer literacy
- Good communication and report writing skills
- Good Knowledge of BIDPA services
- Ability to write and present clearly and concisely for both technical and non-technical audience
- Ability to work with a team

Salary:

A competitive and negotiable salary is offered, and will be commensurate with work experience. All BIDPA staff are employed on renewable five-year contracts. The salary system is performance based. We offer an up-to-date technical environment, interesting tasks and chances for self-improvement and further education

Application Procedures

Applicants should submit a narrative letter describing their suitability for the position applied for in terms of experience and achievements, a detailed CV, and three references by post to: The Executive Director, BIDPA, Private Bag BR-29, Gaborone, Botswana

OR hand delivered at BIDPA House, 134 Gaborone International Finance Park, Tshwene Drive, Kgale View, Gaborone,

OR E-mail (in WORD format) to Marobak@bidpa.bw, copied to nhfidzani@bidpa.bw

Deadline for receipt of applications is: **30th April, 2009**