



### Job description

#### **Junior Economist, Junior Professional Officer, Grade PAL4**

#### **Economics Department**

#### **Country Studies Branch's Directors Office**

The Organisation for Economic Co-operation and Development ([OECD](#)) is an international organisation comprised of 38 member countries, that works to build better policies for better lives. Our mission is to promote policies that will improve the economic and social well-being of people around the world. Together with governments, policy makers and citizens, we work on establishing evidence-based international standards, and finding solutions to a range of social, economic and environmental challenges. From improving economic performance and creating jobs to fostering strong education and fighting international tax evasion, we provide a unique forum and knowledge hub for data and analysis, exchange of experiences, best-practice sharing, and advice on public policies and international standard-setting.

The [Economics Department](#) (ECO) aims at enhancing economic performance in Member and non-Member countries through sound and innovative policy advice with a view to seeking an inclusive and durable increase in living standards. It deals with a wide array of policy areas combining macro-economic analysis and a strong emphasis on structural policy issues. Its policy advice is derived from a variety of sources such as country surveillance, cross-country benchmarking and evidence derived from empirical research. Much of the Economics Department's policy analysis and advice is provided as input to committee-based peer review and multilateral surveillance processes and contributes to the overall OECD mission. In particular, the Country Studies Branch produces one of the most well-known OECD flagships: the Economic Surveys. Economic Surveys review close to 60 Member and key non-Member economies on a two-year cycle. Each Survey provides a comprehensive analysis and assessment of economic and policy developments in the examined country, covering in a wide range of policy areas (e.g. fiscal policy, monetary policy, financial markets, social policies, education, labour and product markets, environment), together with policy recommendations to address economic challenges.

The Economics Department is looking for a highly motivated and dynamic Junior Economist to integrate into the Directors Office in ECO's Country Studies Branch to support senior management in reviewing and providing inputs on early drafts of Economic Surveys to ensure a high quality and coherence of all Economic Surveys. The Junior Economist will work closely with the Director and Deputy Director of the Country Studies Branch as well as with the teams drafting the Economic Surveys. The position provides an opportunity to get insights into the workings of one of the OECD's core Directorates and Committees and build knowledge on the economic and policy developments in wide range of advanced and emerging market economies as well as a broad range of economic policy topics.

### **Main Responsibilities**

#### Research, policy analysis and drafting

- Provide support to senior management in the revisions of draft Economic Surveys.
- Ensure coherence and a high level of analytical and editorial quality of the draft Surveys by making sure that comments from senior management are properly reflected the reports.
- Contribute to the research tasks on evidence based good practices to enrich the draft reports, as required.
- Prepare briefing materials and presentations ahead of meetings and conferences, as well as background notes and speaking points for senior management.
- Assist in the preparation of senior management's missions and visits, ensuring that key strategic issues are covered.



#### Liaison and coordination

- Participate in the Strategy Meetings where the teams responsible of producing the Economic Survey of a given country discuss ongoing and future work on the country with other OECD Directorates.
- Participate in the kick-off meetings of the Economic Surveys to discuss tentative areas of focus for each of the Economic Surveys together with senior management.
- Participate in the pre-policy mission meetings to discuss the first drafts of Economic Surveys together with senior management.
- Ensure the timeliness of the draft Economic Surveys by coordinating with the teams in charge of the Surveys.

#### Other tasks

- Carry out other related duties, as assigned.

### **Ideal Candidate Profile**

#### Academic Background

- An advanced university degree in economics, or other related discipline.

#### Professional Background

- A minimum of two years of relevant experience in research and analytical activities in the fields of economics.
- An ability to distil policy implications from research work.
- International experience in research and analytical activities through studies, internships or professional activities would be an asset.

#### Tools

- Proficiency in the use of Microsoft Office Suite (Word, Excel, Outlook, PowerPoint).

#### Skills

- Excellent written and oral communication skills in English.
- Good knowledge of statistics and data analysis.
- Demonstrated ability to work as part of a team in a fast-paced environment.
- Strong interpersonal and communications skills.

#### Languages

- Fluency in one of the two OECD official languages (English and French) and a knowledge of, or a willingness to learn, the other.

### **Core Competencies**

- OECD staff are expected to demonstrate behaviours aligned to six core competencies which will be assessed as part of this hiring processes: Vision and Strategy (Level 1); Enable People (Level 1); Ethics and Integrity (Level 1); Collaboration and Horizontality (Level 2); Achieve Results (Level 1); Innovate and Embrace Change (Level 2).
- There are three possible levels for each competency. The level for each competency is determined according to the specific needs of each job role and its associated grade.
- To learn more about the definitions for each competency for levels 1-3, please refer to [OECD Core Competencies](#).

### **Contract Duration**

ORGANISATION  
FOR ECONOMIC  
CO-OPERATION  
AND DEVELOPMENT



ORGANISATION DE  
COOPÉRATION ET  
DE DÉVELOPPEMENT  
ÉCONOMIQUES

- One-year fixed term appointment, with the possibility of renewal.

#### What the OECD offers

- Monthly base salary starting from 5,902 EUR, plus allowances based on eligibility, exempt of French income tax.
- [Click here](#) to learn more about what we offer and why the OECD is a great place to work.
- [Click here](#) to browse our People Management Guidebook and learn more about all aspects relating to people at the OECD, our workplace environment and many other policies supporting staff in their daily life.