

JOB DESCRIPTION

Agency	Department of Treasury and Finance	Work Unit	Commercial and Economic Policy		
Job Title	Principal Analyst	Designation	Administrative Officer 7		
Job Type	Full Time	Duration	Ongoing		
Salary	\$104,237 - \$112,138		Location	Darwin	
Position Number	236	RTF	155968	Closing	14/01/2019
Contact	Emily Pearse on 08 8999 6627 or Emily.pearse@nt.gov.au				
Agency Information	http://www.treasury.nt.gov.au				
Information for Applicants	Applications must be limited to a one-page summary sheet and an attached detailed resume/cv. For further information for applicants and example applications: click here				
Information about Selected Applicant's Merit	If you accept this position, a detailed summary of your merit (including work history, experience, qualifications, skills, information from referees, etc.) will be provided to other applicants, to ensure transparency and better understanding of the reasons for the decision. For further information: click here				
Special Measures	Not Applicable to this Vacancy.				
Apply Online Link	https://jobs.nt.gov.au/Home/JobDetails?rtfld=155968				

Primary Objective:

Provide advice for the Treasurer, Government Ministers and agencies on a range of issues affecting the Northern Territory, including from commercial, corporate governance, economic policy and/or regulatory reform perspectives.

Context Statement:

The Commercial and Economic Policy Unit undertakes research and analysis and provides high quality strategic advice on commercial policy including the procurement of major Government projects; public private partnership issues; and microeconomic issues including competition and regulatory reform, managing government businesses corporate governance and shareholder issues, insurance and economic development policy; and develops and implements associated policy frameworks.

Key Duties and Responsibilities:

1. Undertake detailed research, investigation and analysis of policies and issues affecting the Northern Territory including from commercial, corporate governance, economic policy and/or regulatory reform perspectives.
2. Assist in the preparation of policies, and provision of advice including development of high level reports, Cabinet submissions, briefing notes and ministerial correspondence.
3. Provide advice on, and assist in the formulation and implementation of, commercial, economic policy, regulatory and/or economic reform initiatives.
4. Represent Treasury on working groups, evaluation panels, etc. as required.
5. Supervise junior staff as required

Selection Criteria:

Essential:

1. High level understanding of Government policy development processes and commercial and/or economic policy issues.
2. Demonstrated experience and skills in commercial, corporate governance and/or applied economics and policy formation.
3. High level written and oral communication skills including the ability to present complex information in a clear, comprehensive and concise manner.
4. High level interpersonal skills and ability to work as part of and supervise a small team.
5. Demonstrated high level conceptual and problem solving skills and the ability to establish priorities, work under pressure and meet deadlines with quality output.
6. Demonstrated high level ability to undertake research and analysis, provide advice and prepare associated reports and briefings.
7. An ability to interact effectively with people from diverse cultures.

Desirable:

1. Relevant tertiary qualifications.

Approved: November 2018

Katrina Martin, Senior Director Economic and Commercial Policy