

JOB DESCRIPTION

Benchmark Job #302

Ministry: Finance and Corporate Relations
Branch: BC Stats
Location: Victoria

Working Title: **Senior Economist (Trade)**
Level: Range 30
Classification: Economist

PRIMARY FUNCTION

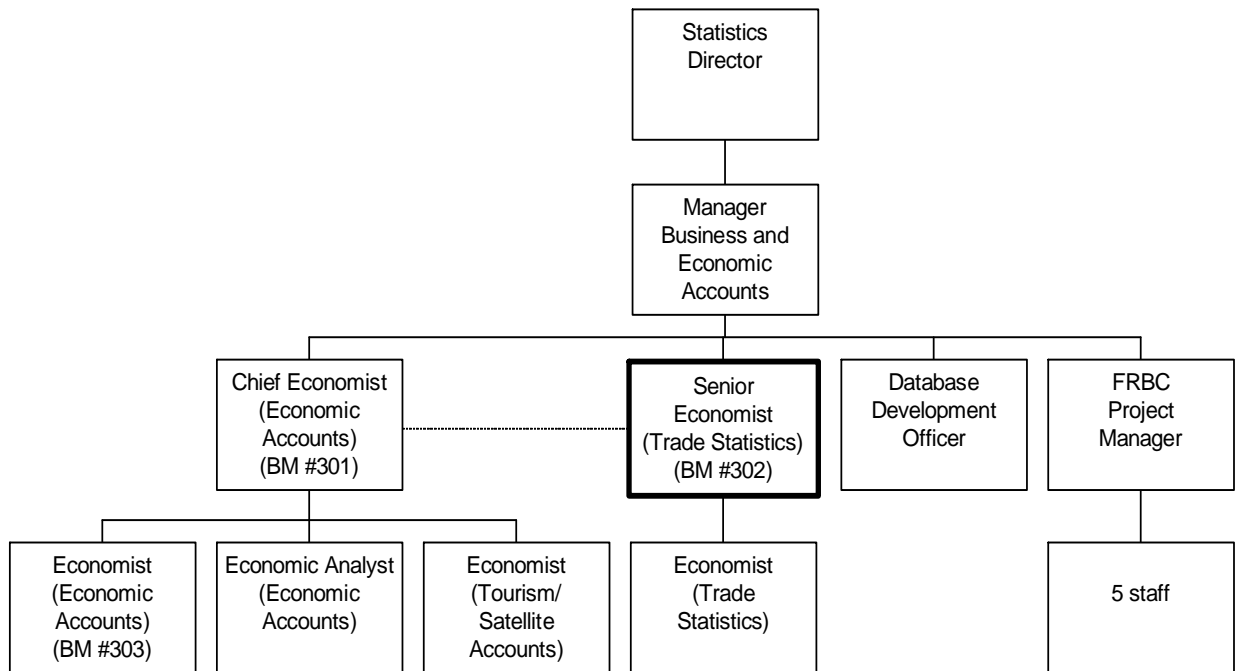
As a provincial expert, to manage, develop, and disseminate economic, fiscal and statistical systems for trade, which measure inter-national/inter-provincial flow of goods, investments, business conditions, value of BC goods and lead the production of economic indicators for the trade sector.

JOB DUTIES AND TASKS

1. Manages the development and maintenance of new systems for the production and utilization of trade data on a provincial basis
 - a. anticipates the types of problems and issues which will emerge in the trade sector
 - b. translates problems and issues into economic, fiscal and statistical terms to permit the manipulation and analysis of data
 - c. develops and implements fundamental models and systems designs
 - d. directs work of statistical programming staff
 - e. prepares written and oral interpretations of system outputs in terms and language that can be understood by policy analysts, elected officials or company officers
2. Provides expert advice, guidance and assistance in the economic interpretation and statistical analysis of trade, business environmental conditions, and investment information
 - a. provides expert advice to CEOs, Senior Management and staff in ministries, Crown Corporations and businesses
 - b. determines amount and type of resources to be assigned to requests for information
 - c. determines what information can be released to outside parties
 - d. chairs and/or participates on inter-ministry and inter-provincial task forces to develop national and provincial models and frameworks
 - e. responds to inquiries from government analysts, the general public, politicians and others
 - f. counsels foreign firms considering BC as a location
 - g. develops publications for use by government and domestic firms, such as Monthly Summary of Exports, External Trade Report, Business Formations/Failures and Business Conditions
3. Monitors and reports on developments in provincial, national, and international trade
 - a. reviews Free Trade studies and reports on recommendations
 - b. analyzes foreign trade statistics and import replacement strategies, and assesses impacts on BC
 - c. follows GATT decisions on tariffs, adjusts trade models to assess impacts on BC
 - d. studies bilateral and multi-lateral trade agreements to assess and determine impacts on BC and possible strategies to ensure BC benefits or can positively react
4. Supervises staff (2 FTEs)
 - a. supervises two Economists
 - b. plans, assigns and reviews work
 - c. sets work priorities and standards
 - d. conducts formal appraisals of work performance and takes disciplinary action

ORGANIZATION CHART

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REASON FOR CLASSIFICATION

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Job Title: Senior Economist (Trade)

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand all related issues of the BC Trade Sector, to lead the development, analyses and dissemination of economic, fiscal and statistical systems for trade to measure the inter-national/inter-provincial flow of goods, investments, business conditions and value of BC goods produced.</p>	J	330
2	<p>MENTAL DEMANDS Judgement required to plan, organize and evaluate the production and utilization of trade data on a provincial basis, and provide advice and guidance to the Minister of Finance, executive/senior management in ministries/businesses and other groups.</p>	H	250
3	<p>INTERPERSONAL COMMUNICATIONS SKILL Persuasion required to use basic negotiation skills in presenting model designs, data results and recommendations based upon development and analyses of economic indicators to CEO's, senior management, Crowns and businesses.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to input data to computer for analysis purposes with some requirement for speed to meet deadlines.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by ministry goals and objectives, develop economic analysis, manage model design and selection of economic indicator and provide expert advice on trade and investment information for the BC Trade Sector, and chairs and/or participates on inter-ministry /inter-provincial task forces to develop national and provincial models and frameworks.</p>	H	220
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Considerable financial responsibility to manage the economic assessment of the BC Trade Sector to provide business, environmental and investment information to the Minister of Finance and executive/senior management in other ministries.</p>	F	43
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Major level of responsibility to manage economic, fiscal and statistical systems for the production and utilization of BC trade sector data which is used on a provincial basis by senior government officials and others.</p>	F	43

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise two Economists, appraise employee performance and take disciplinary action (2 FTEs)	DE	20
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Responsible for own well-being and safety in a low risk environment.	A	5
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused requirement to frequently visually focus on data on BC Trade Sector and models/tables.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently focus visual attention on computer screen and/or printed reports/documents.	C	12
12	SURROUNDINGS Exposure to office setting with minimal disagreeable elements.	A	2
13	HAZARDS Limited exposure to hazards from frequent keyboarding.	B	4

Total Points: 1001

Level: Range 30