

VACANCY NOTICE

Applications are invited from suitably qualified persons for appointment to the post of **Debt Analyst** within the Ministry of Finance, Government of St. Kitts and Nevis.

JOB DESCRIPTION

JOB TITLE: Debt Analyst

REPORT TO: Head – Investment and Debt Management Unit

DUTIES AND TASKS:

1. Prepare assigned sections of the Medium Term Debt Management Strategy.
2. Prepare and update the Government's annual and medium term borrowing plans.
3. Prepare assigned sections of the Debt Sustainability Analysis.
4. Prepare assigned sections of the Annual Debt Portfolio Review.
5. Prepare annual projections of debt service payments.
6. Evaluate new loan proposals.
7. Prepare a quarterly analysis of the performance of the Government's investment portfolio.
8. Update the Investment and Debt Management Unit's Procedures Manual on an annual basis.
9. Undertake research activities, prepare reports and provide comments/recommendations on investments and public debt management.
10. Provide comments on ECCU member country prospectuses and participate in the preparation of prospectuses for GOSKN's issuance of securities.
11. Process loan and credit agreements and Government guarantees.
12. Prepare Cabinet Submissions as requested.
13. Provide information/data that may be requested from international and regional institutions.

QUALIFICATIONS AND EXPERIENCE:

- Bachelor's Degree in Economics
- Strong analytical, research and writing skills
- At least two (2) years of relevant working experience

SALARY:

- Salary will be commensurate with qualifications.

Applications should be addressed to:

Chief Personnel Officer, Human Resource Management Department, Government Headquarters, P. O. Box 186, Church Street, Basseterre, St. Kitts.

Applications may also be emailed to: finsec@gov.kn/ humanresources@gov.kn.

The deadline for the receipt of applications is 20 May 2022.