

**Ministry of Finance and Development Planning
Department of Fiscal Affairs
Expenditure Division**



External Vacancies Announcement

Job Description

Position Title:	Research Officers, Regulatory Compliance
Report To:	Senior Research Officer, Financial Regulation Unit
Directly Supervises:	Research Officers-Regulatory Compliance
Department/Functional Relations:	Departments of Fiscal, Economic Management, and Budget and Development Planning, ASU, Internal Audit, & Procurement.
External Relationships	All Governmental Ministries and Agencies

Purpose: The Expenditure Management Division, headed by an Assistant Minister, is responsible for overseeing the expenditure and financial management systems for GOL. The Division is also responsible for reviewing, revising, producing and overseeing the implementation of GOL financial laws, regulations and procedures. The Division advises the MAs of their core, contingent and supplementary budget approvals. It also monitors and analyses MAs expenditure and proposes improvements thereof. The Division additionally coordinates cash management. The Division has three Units: Financial Approval; Financial Regulation; and Expenditure Monitoring.

The Financial Regulation Unit, headed by the Director Financial Regulation, is responsible for overseeing the formulation, dissemination and implementation of government financial laws, regulations and procedures. The Unit works closely with the CAG in enforcing and identifying weaknesses in the laws, regulations and procedures and proposes amendments. It also deals with reforms relating to expenditure as recommended by the PFM Coordination Unit. The Assistant Director provides technical oversight of the unit.

Key Results Area:

Duties

- Oversees formulation, dissemination, and implementation of government financial laws, regulations and procedures
- Works closely with CAG in enforcing and identifying weaknesses in the laws, regulations, and procedures, and proposes amendments

General Management Functions

- Assigned duties are carried out with minimum supervision
- Seek advisory for any task not fully understood
- Demonstrate positive attitude and be a good referenced example
- Agreed performance targets should be met

Technical Duties

- Collect and Analyze data for the reviews of government financial laws, regulations and procedures ensuring that they are current and relevant
- Analyze all approved foreign travel requests ensuring that the costs are in line with foreign travel

regulations

- Monitor compliance to all financial laws, regulations and procedures and proposes amendments to strengthen them when necessary
- Any other assignment as required by the Senior Research Officer, Financial Regulations

Supervisory Functions

- Oversees formulation, dissemination, and implementation of government financial laws, regulations, and procedures.

Please address your application to the address below:

The Director

Human Resource Section

Ministry of Finance and Development Planning (MFDP)

6th floor, MFDP Building

Broad Street, Monrovia Liberia

Optionally, you may send your application to this email address:

mfdphrunit@mfdp.gov.lr

For Further information kindly contact: 088-659-5422 / 077-652-3192

Application Date: September 23, 2016

Deadline for submission of Application:

Date: September 27, 2016