



Ministry of Finance, Economic Development and Investment

VACANCY NOTICE

The Government of Belize with funds from the European Union under the Technical Cooperation Facility Programme will support the Ministry of Economic Development to effectively manage the National Development Strategy (Medium Term Development Strategy - #planBELIZE) and Development Partnership Coordination. The Ministry is now seeking suitable, competent professionals to fill the following four (4) positions:

Position 1: Monitoring and Evaluation (M&E) Officer

Duty Station: Belmopan – Ministry of Economic Development (MED)

The M&E Officer will assist the MED and Ministry of Sustainable Development to lead the process of developing a medium-term results framework and M&E system for the MTDS (#planBELIZE). The M&E Officer will be required to improve the capacity of staff within MED and other ministries and agencies to develop sound results frameworks and operationalize effective monitoring and evaluating systems.

Qualifications and Experience: Master's degree in Development Studies, Economics, Sustainable Development, Project Management or a related discipline with at least 5 years of experience in development policy and planning, and at least 5 years of experience in results framework and M&E design and implementation.

Position 2: Development Partnership Coordination / PSIP Officer

Duty Station: Belmopan - Ministry of Economic Development

The Development Coordination Officer / PSIP Officer will provide support to the MED Policy and Planning Unit with the coordination and logistics for the Development Partnership Coordination Forum and technical working group sessions. The Officer will also assist with data collection for PSIP reporting. He/she will assist the PPU staff to generate reports and validate the data prior to the final review by senior staff within the PPU.

Qualifications and Experience: Bachelor's degree in Economics, Finance, Financial Management, International Relations or related field with at least two (2) years' working experience with bi-lateral or multilateral organizations or experience working in the development of country strategies.

Position 3: Statistician II

Duty Station: Belmopan – Statistical Institute of Belize (SIB)

The Statistician II will provide support to the Statistical Institute of Belize with the following:

- (1) Collection, compilation and review of data from internal and external sources for the preparation and publication of indicators to be used in the monitoring and evaluation of the Medium-Term Development Strategy (MTDS);
- (2) Collection, compilation and review of data from external sources for the preparation and publication of Sustainable Development Goals (SDG) indicators as well as other national indicators;
- (3) Update and maintain the Belize National Statistical System indicators portal; and
- (4) Liaise with and provide technical support to data producing agencies of the National Statistical System (NSS) in the annual compilation and supply of MTDS and other indicators.

Qualifications: Bachelor's degree in Statistics, Mathematics, Economics or related field

Position 4: Software Developer I

Duty Station: Belmopan - Ministry of Economic Development

The Software Developer I will be responsible for the day-to-day execution of the PSIP MIS business processes and application functions, provide ongoing technical support for users, as well as ongoing maintenance required to fix any errors, omissions, or new requirements that may arise from system owners and users. This includes but is not limited to program maintenance to resolve any software defects or bugs and errors, system recovery if the application or database management system crashes or if there is any loss of data, technical support to the application's user-base and system enhancements that may arise from new business problems, new business requirements, new technical problems, or new technology requirements.

Qualification and Experience: Bachelor's Degree in Information Technology or related field with at least five (5) years' experience in the developing full-stack PHP applications.

The full Terms of References, can be obtained via <https://med.gov.bz>, or by emailing jasonmiddleton.nao@med.gov.bz or calling (501) 880-2526 or (501) 880-2527 during working hours of 8:00am – 4:30pm Monday thru Friday.

The Ministry of Finance, Economic Development and Investment now invites qualified applicants to submit the following information: (i) a cover letter (ii) an updated resume and (iii) two letters of reference to:

Chief Executive Officer
ATTN: Ms. Celina Flores
Administrative Officer
Ministry of Finance, **Economic Development** & Investment
Sir Edney Cain Building
City of Belmopan
Belize, C. A.

Kindly ensure to indicate the specific position being applied for in your submission. Applications will be accepted by hard copy, and via email at admin.officer@med.gov.bz.

Salary: Commensurate with qualifications and experience

The deadline for submission of application is Monday 25th September 2023 by 4:30 pm local time. No late submissions will be accepted.