

VACANCY ANNOUNCEMENT

The Ghana Statistical Service invites applications from suitably qualified Ghanaians, who are goal-oriented, result-driven with exceptional leadership qualities for appointment to the under-mentioned position:

GOVERNMENT STATISTICIAN

(a) JOB PURPOSE

To provide strategic leadership, technical and administrative direction for the achievement of the overall mandate of the Service.

(b) DUTIES AND RESPONSIBILITIES

- 1) Advises the Government and the Ghana Statistical Service Governing Board on all matters relating to statistics.
- 2) Coordinates statistical information within the National Statistical System (NSS).
- 3) Collaborates and builds relationships with government and other stakeholders in carrying out the mandate of the Service.
- 4) Coordinates the collection, compilation, analysis, publication and dissemination of statistical information relating to the commercial, industrial, agricultural, social, financial, economic and other activities and conditions of residents of Ghana.
- 5) Conducts statistical surveys, including any census in Ghana.
- 6) Organizes a co-ordinated scheme of economic and social statistics relating to Ghana.
- 7) Promotes the effective use of statistics and stimulates research activities in all fields of application of statistics.
- 8) Develops and maintains a national social and economic database.
- 9) Initiates action for the formulation, implementation and monitoring of policies and programmes of the Service.
- 10) Provides strategic direction and ensures the efficient supervision, and coordination of both the technical and administrative activities of the Service for the achievement of its objectives.
- 11) Exercises oversight responsibility for the efficient and effective management of the resources (human, material, financial) of the Service.

- 12) Ensures the performance appraisal of staff of the Service according to laid down rules and regulations.
- 13) Submits annual and other periodic reports on the Service's activities to the Governing Board.
- 14) Represents the Service at local and international levels on matters concerning the Service's developmental projects and operations.
- 15) Serves as an ex-officio member of the Governing Board.

(c) QUALIFICATION AND EXPERIENCE

- A PhD in Statistics, Mathematics, Economics, Demography/Population Studies, or a related discipline.
- A minimum of five (5) years' post-PhD work experience in a related field, three (3) years of which must be in a senior management position.
- A considerable relevant post-first degree or master's work experience in a related field.
- Membership of a relevant professional association/body will be an advantage.

(d) COMPETENCIES AND SKILLS

- 1) Good leadership, networking, mentoring and management skills
- 2) Probing and analytical thinking ability
- 3) Good communication and presentation skills
- 4) Adaptability and flexibility to change
- 5) Good knowledge in statistical computing
- 6) Creativity and innovation
- 7) Knowledge of the Labour Act, 2003 (Act 651)

(e) TERMS OF APPOINTMENT

The appointment is for an initial period of four (4) years, renewable upon satisfactory performance. Duty post is in Accra, Ghana. Applicants must be eligible and capable of serving a full term of four (4) years before attaining the compulsory retiring age of sixty (60) years.

(f) MODE OF APPLICATION

Interested applicants are to submit the following, in addition to an application letter:

- (a) Six (6) copies of detailed curriculum vitae with contact telephone numbers, e-mail address and three (3) referees;
- (b) Six (6) copies of a two-page vision statement for the (GSS);
- (c) Six (6) copies of a brief statement of job responsibilities in current/latest post; and
- (d) Other relevant information

Qualified females and people with disability are encouraged to apply.

The application should be addressed to:

THE SECRETARY
THE GHANA STATISTICAL SERVICE GOVERNING BOARD
GHANA STATISTICAL SERVICE
P. O. BOX GP 1098
ACCRA
gssboardsec@statsghana.gov.gh

CLOSING DATE

The closing date for the submission of application is three (3) weeks from the date of 1st publication of this advertisement.

