

## JOB DESCRIPTION

### Economist / Financial Analyst (Graduate Placement)

<b>Post Ref</b>	2.1.1.2
<b>Reporting To</b>	Senior Economist 2.1.1
<b>Pay Band</b>	EO
<b>Line Management</b>	N/A
<b>Budget Management</b>	N/A

#### Job Purpose

To undertake market and financial analysis and economic research to inform and support the management and development of Ofqual’s regulatory framework.

#### Key Accountabilities:

- Support the provision of expertise and objective advice to help facilitate the development of Ofqual as a trusted source of economic and market analysis of the qualifications sector to establish Ofqual as an effective and credible regulator
- Collect, analyse, evaluate and use evidence and economic or business theory to provide advice and support on economic and business issues.
- Support research activities on the efficiency of qualifications markets, including where relevant contribute to studies to evaluate whether the pricing and competitive structure of the market supports Ofqual’s Statutory efficiency objective
- Support wider work undertaken by the Strategic Policy & Risk team to help secure the achievement of team objectives.
- Create and maintain effective working relationships with internal and external stakeholders.

Assist the Strategic Policy & Risk Senior Managers to design and produce reports, consultation documents and other communications to articulate economic regulatory issues and concepts internally, and externally.

- To perform any other reasonable duties as directed by line management

### **Corporate Accountabilities:**

- Acting as a role model for Ofqual's values and professional standards
- Supporting your manager with the delivery of the business and corporate plans for your area.
- Contributing to continuous improvement in your own area of responsibility.
- Supporting your manager with risk management by reporting/escalating any identified risks or issues, as appropriate.
- Being fully aware of and actively complying with Ofqual's policies and procedures relevant to your own responsibilities and to corporate policies and procedures including equality, sustainability and the environment, health and safety and data protection.
- Performing any other reasonable duties as directed by line management.

**This list should not be regarded as exhaustive and the post holder will be expected to deliver other duties relevant and appropriate to this post.**

## PERSON SPECIFICATION

### Experience

Criteria	Essential (E) or Desirable (D)
Experience of delivering work independently and in a team to agreed deadlines	E

### Skills and Abilities

Criteria	Essential (E) or Desirable (D)
Ability to apply economic or business principles to analyse problems and contribute to policy development	E
Technical skills in microeconomics or financial analysis (for example: industrial organisation, competition economics, reading corporate accounts, and regulatory economics) and the ability to apply them to real situations	E
Ability to keep abreast of developments in economic and business theory	E
Good written and oral communication skills to communicate clearly and concisely with others	E
Skills in analysing written and numeric evidence and drawing appropriate conclusions	E
Ability to use appropriate IT applications effectively (including Outlook, SharePoint, Word, PowerPoint and Excel)	E
Effective time management skills, including the ability to successfully prioritise workloads, and manage multiple competing priorities without compromise on the quality of outcomes	E
Ability to analyse and use evidence to understand and interpret policy issues, give objective advice and apply it in a strategic context	D

### Knowledge including qualifications

Criteria	Essential (E) or Desirable (D)
A degree at 2.1 or above in an economics or business related subject area	E
Knowledge and understanding of England's assessment, examination and qualifications system	D