

**Central Bank of Malta
Job Description**

Job Title: Senior Statistician

Office: External, Payments and Securities
Statistics Office

Reports To: Manager – External,
Payments and Securities
Statistics Office

Department: Statistics

Date: June 2024

Job Purpose:

To be responsible for the statistics and the dataset/s assigned, in particular in the area of external, payments or securities statistics, and Financial Accounts statistics when required, and to ensure that the statistical output/s are compiled and disseminated to fulfil national or international statutory statistical requirements, and that they are suitable for policy-making, analysis and research purposes. To give advice and to monitor developments in related European and other international statistical concepts and methodology. To conduct regular macro-statistical analysis and filtering using software solutions such as R and business intelligence tools on the assigned dataset/s. To be responsible for the planning, design, implementation, basic programming (using SQL) and testing of such business processes in the statistical information management/IT solutions.

Technical / Functional Responsibilities:

- To be responsible for the statistics and the dataset/s assigned, in particular, external, payments or securities statistics (henceforth 'External Statistics') and Financial Accounts statistics when required and to ensure that the statistical output/s are suitable to fulfil national or international statutory statistical requirements, for policy making, analysis and research purposes. Hence, to be involved in the planning, design, development, and implementation of objectives in the assigned statistical area/s.
- To be responsible to conduct macro-statistical analysis, filtering and vetting of the assigned dataset/s using statistical tools such as R to ensure the robustness of the statistics produced. To draft regular analyses reports using the Department's business intelligence and other tools.
- To be responsible for the regular dissemination/transmission of statistics to internal and to external users (in GESMES/SDMX format) and to upload statistics on the Bank's website after authorisation from superiors is obtained.
- To monitor European and other international developments in the statistical legislation, standards and best practices and to provide expert advice in the handling of External and Financial Accounts statistics and/or assigned dataset/s; to undertake conceptual and methodological research and to draft reports and papers as required.
- To assist superiors during meetings with counterpart officials such as those from the European Central Bank (ECB), Malta Financial Services Authority (MFSA) and the National Statistics Office (NSO).

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- To liaise with and respond to queries raised by the ECB in the regular '*Country Report*' on data quality issues.
- To represent the Bank in national and international committees, working groups, task forces, and seminars, as necessary. To liaise effectively and organise meetings with other users/compilers within the Bank, representatives of individual reporting institutions or other national/international authorities.
- To evaluate, prepare and implement new user requirements in the assigned area. To be responsible for the planning and design of IT and other statistical information management systems and to assist the development team in the design, validation, basic programming using SQL, implementation, maintenance and to conduct user acceptance testing for the statistical processes (including new user requirements) implemented in the Department's statistical solutions.
- To draft, update and test the working instructions and to assist in the drafting and updating of the policies and procedures and the business impact assessments of the assigned dataset/s and in implementing audit recommendations.
- To manage security aspects and access rights of the assigned statistics, statistical databases and respective network drives in line with data confidentiality policies.
- To undertake conceptual and methodological research, prepare advanced drafts of reports/papers, and advise senior management on the assigned statistical area.
- To act as secretary of internal committees and/or to take notes for record of meetings when requested.
- To be involved in the planning, design, development, setting objectives and monitor work for the assigned Section.
- To report on activities undertaken and to ensure a high quality/standard of work and service throughout.
- To collaborate with colleagues within the Office or the Department for the production of harmonised data sets.
- To act as a mentor in assisting colleagues in developing their theoretical knowledge and practical knowhow in the area of competence.
- To perform any other duties and to undertake other ad hoc requests which may be assigned from time to time.

Competencies and Proficiency Levels

Within the context of their specific tasks, the incumbent is expected:

- To be truthful and honest.

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- To have a positive, can-do attitude.
- To share the Bank's intolerance of sexism, homophobia, xenophobia and racism, and to be respectful and caring towards others irrespective of sexual, religious and political orientation.
- To carry out their tasks professionally and ethically.
- To communicate effectively.
- To have a sense of the value of time and priorities.
- To respect security and confidentiality.
- To be able to lead and to work in teams as may be the case.

Where applicable, the incumbent will have the following competences at a specified level of proficiency

General Competencies	N/A	Level 1	Level 2	Level 3	Level 4	Level 5
Analysis, research and problem solving				X		
Customer Care			X			
Computer and IT Literacy				X		
Managerial Competencies						
Strategic Thinking and Planning			X			
Promoting Change through Creativity			X			
Leading People and Performance			X			
Managing Relationships			X			
Operations, Processes and Information Management			X			
Industry Awareness and Understanding			X			
Technical Competencies						
Economics			X			
Financial Economics and Financial System Analysis				X		
Applied statistical methods			X			
Statistical Concepts and methodologies				X		
Data and Metadata Management				X		

Experience and Qualifications

- A Master's degree at MQF Level 7 in Mathematics and Statistics and Operations Research or Data Science or Banking and Finance

Or

- An honours degree at MQF Level 6 in any of the above-mentioned fields in conjunction with a minimum of 2 years' experience in performing similar tasks.
- Knowledge of (a) business intelligence solutions, (b) basic SQL or R or Python and (c) Microsoft Office applications are essential.

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- Work experience or proven ability to perform tasks in the collection and compilation of economic and/or financial statistics and/or a good level of expertise in related statistical concepts and methodology would be considered as an asset.
- Numerical skills and meticulous attention to detail are essential.
- Knowledge of statistical information solutions is considered as an asset.
- Must be flexible to new demands, be able to work on his/her own initiative or to contribute to the team effort.
- Ability to work under pressure and adhere to legally binding deadlines.
- Must possess good communication skills as the incumbent is expected to liaise continuously with the ECB, NSO, the MFSA, MSE and the various reporting agents.

Working Relationships and Lines of Communication	
Internal	<ul style="list-style-type: none"> • All staff of the Office/Department as required. • Office and other departmental staff to discuss recent domestic and international statistical developments and collaborate in the processing of statistics, methodological issues and recent developments with database compilers. • Innovation, Technology & Knowledge Services Department on statistical applications.
External	<ul style="list-style-type: none"> • National Statistics Office mainly to share information received from banks and financial institutions and to discuss statistical methodologies. • Credit and other financial institutions on data reporting matters. • Malta Stock Exchange for the sharing of securities data. • ECB for data transmission and queries. • MFSA to assist in the discussions of new returns, conceptual and other coordination issues. • Economic Planning Division of the Ministry for Finance for data provision.

To Be Completed by Each Employee in the Role

Employee Name	
Employee Signature	Date
Head of Department Signature	Date