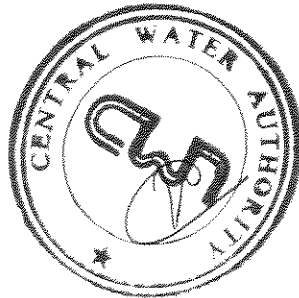



CENTRAL WATER AUTHORITY
SCHEME OF SERVICE

POST:	Analyst (on contract)
SALARY :	Negotiable in the range of Rs 27,400 to 62,700
RESPONSIBLE TO	General Manager or any officer as designated by the General Manager
QUALIFICATIONS:	<p>A. A Degree in either Finance or Economics or Statistics or Econometrics or Business Studies or Law or Computer Science or Information Technology from a recognized institution or an alternative qualification acceptable to the Board.</p> <p>B. A minimum of three (3) years' post graduate experience.</p> <p>Candidates should:</p> <ul style="list-style-type: none"> • Have strong analytical ability • Possess good interpersonal and communication skills, both written and spoken • Have a strong customer focus • Have a sound understanding of market research and data analysis. • Possess Knowledge of business operations and procedures • Possess analytical mind with problem-solving aptitude • Ability communicate effectively including strong written and oral communication skills • Ability to work independently with high degree of accountability and potential impact • Ability to lead and manage teams. <p><u>ROLES AND RESPONSIBILITIES</u></p> <p>To analyse policy issues and to make appropriate recommendations for the achievement of the goals and objectives of the Central Water Authority.</p> <p><u>DUTIES:</u></p> <ol style="list-style-type: none"> 1. To collect and analyse economic, social, environmental, financial, fiscal and other relevant information and /or data required for the attainment of the objectives of the Central Water Authority. 2. To assist in the preparation of the Authority's development programmes, policies, plans and Budget. 3. To monitor, report and evaluate the economic performance of the Authority against set targets. 4. To conduct management analysis and make recommendations in the context of the development of quality management systems for effective service delivery to the public and other stakeholders.

5. To carry out research in relation to the duties specified in order to meet the requirements of the Central Water Authority.
6. To undertake analysis and make recommendations to support reforms on issues such as project management, quality assurance, procurement processes and continuous improvement processes.
7. To ensure appropriate metrics are in place to measure performance and progress towards strategic goals and identify strategic risks and implement risk-mitigation measures.
8. To work in collaboration with the Authority's executive team and all departments on strategic initiatives.
9. To assist in the timely coordination, editing and publication of the Annual Report of the Authority.
10. To manage and maintain the Archives and the Management Information Unit.
11. To use ICT in the performance of his duties.
12. To perform other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Economist in roles ascribed to him.



Approved by CWB(23/23)10/59 dated 26 January 2023