



## MINISTRY OF FINANCE AND DEVELOPMENT PLANNING



# VACANCY ANNOUNCEMENT

**CODE: DOFA/TFP/08/06/25/MFDP**

## INTERNAL/EXTERNAL RECRUITMENT

<b>POSITION TITLE</b>	<b>Technical Focal Point – AID &amp; DEBT MANAGEMENT</b>
<b>REPORT TO</b>	<b>Assistant Finance Minister for AID &amp; DEBT MANAGEMENT</b>
<b>ASSIGN UNIT/DEPARTMENT</b>	<b>Department of Economic Management</b>
<b>DEPARTMENT/FUNCTIONAL RELATIONS</b>	<b>FM/DOA/DFA/ DEM /DBDP/CAG</b>
<b>EXTERNAL RELATIONSHIPS</b>	<b>Public, Ministries, Agencies, and Commissions, Development Partners, Judiciary, Legislature, etc.</b>
<b>APPLICATION START DATE</b>	<b>August 6, 2025</b>
<b>APPLICATION CLOSING DATE</b>	<b>August 18, 2025</b>
<b>OFFICIAL START DATE</b>	<b>September 1, 2025</b>

The Department of Economic Management is responsible for formulating, implementing, and monitoring Liberia's economic policies and programs. As the principal adviser to the Government of Liberia on economic policy, the department plays a central role in shaping the country's economic direction, including driving the flagship ARREST Agenda for Inclusive Development (AAID). It oversees debt management, external resource mobilization, and financial relations with bilateral and multilateral institutions, ensuring the effective coordination of foreign aid and external debt management.

Additionally, the department serves as the primary liaison with the Central Bank of Liberia on macroeconomic policies and is responsible for financial sector oversight, including policies on banking, insurance, and capital markets. The Technical Focal Person (TFP) will provide expert technical support and strategic advice to the Assistant Minister for AID and DEBT. The TFP will assist in fortifying the Government of Liberia's capacity to sustainably manage public debt and optimize external aid flows. The Focal Point plays a critical role in strengthening transparency, accountability, and strategic use of financial inflows that support national development priorities.

The TFP will help maintain and analyze Liberia's public debt portfolio, ensuring accurate records through debt management platforms such as CS-DRMS, DMFAS, or Meridian; and produce timely Debt Sustainability Analyses (DSA) and risk assessments to inform borrowing decisions.

**DUTIES GENERAL MANAGEMENT FUNCTIONS:**

- Maintain and analyze Liberia's public debt portfolio, ensuring accurate records through debt management platforms such as CS-DRMS, DMFAS, or Meridian.
- Produce timely Debt Sustainability Analyses (DSA) and risk assessments to inform borrowing decisions.
- Track donor commitments, aid disbursements, and project execution timelines across all sectors.
- Collaborate with Ministry of Foreign Affairs (MoFA), Liberia Revenue Authority (LRA), and development partners to enhance AID predictability, harmonization, and mutual accountability.
- Present debt and aid data in user-friendly dashboards to improve transparency and inter-agency coordination.
- Advise on concessional and non-concessional borrowing terms to support fiscal sustainability.
- Monitor the performance of debt instruments and initiate refinancing strategies where necessary.
- Facilitate internal training on debt and aid data standards, donor negotiation strategies, and risk management protocols.
- Identify bottlenecks in policy implementation and recommend practical solutions to enhance efficiency.

**EXPECTED DELIVERABLES:**

- Biannual DSA Reports with policy recommendations.
- Comprehensive donor aid flow report and dashboard.
- Quarterly summaries of debt stock and grant financing.
- Technical papers for national and international debt forums.
- Annual debt and aid transparency report.

**REQUIRED QUALIFICATIONS:**

- Bachelor's or Master's degree in Finance, Economics, or International Development.
- Minimum of 5 years' experience in debt management, aid coordination, or donor engagement.
- Proficiency in debt analysis tools and advanced Excel or BI dashboarding.
- Demonstrated experience working with multilateral and bilateral development partners.
- Strong communication and policy advisory skills.
- Proven experience in fiscal management, public budgeting, and economic analysis.
- Strong analytical skills, including the ability to interpret economic data and make informed recommendations. Advanced knowledge of fiscal policy, public finance management, and economic forecasting.

- Excellent written and verbal communication skills, with the ability to present complex fiscal information in a clear and concise manner. Proficiency in the use of Microsoft office suite: Word, Excel, PowerPoint, etc.

**APPLICATION REQUIREMENT:**

- Cover Letter expressing intent
- Resume/CV
- Address your application to: the **Human Resource Unit, 3<sup>rd</sup> Floor, Ministry of Finance and Development Planning, Broad & Mechlin Streets, Monrovia, Liberia**, or via [hrrservices@mfdp.gov.lr](mailto:hrrservices@mfdp.gov.lr) or deliver hardcopy to the same address.

**NOTE: Due to the high volume of applications we normally received, ONLY shortlisted candidates will be contacted due to the high volume of applicants.**