

Bermuda Monetary Authority is committed to attracting and developing the very best people who are dedicated to providing exceptional service.



## Assistant Director - Research

Policy, Legal Services and Enforcement Department

The Bermuda Monetary Authority ("the Authority") is seeking the services of a skilled, capable individual to work as an Assistant Director, Research in its Policy, Legal Services and Enforcement Department under the direction of the Deputy Director, Policy and Research. The Assistant Director, Research is responsible for the management and operations of the Research team which involves generating, managing and communicating research findings and knowledge to assist the Authority in achieving its strategic and corporate objectives.

### **The duties and responsibilities will include but are not limited to:**

- Managing the design and conduct of research studies integral to the Authority's research programme;
- Managing the portfolio of research projects led by domestic and international bodies in which the Authority takes part;
- Managing the provision of research support to cross departmental projects, to include the construction of data collection mechanisms and procedures for prudential and other statistical reporting, research and analytical input for consultation and other Authority-sanctioned papers, and other research advice to Senior Management and project teams as requested;
- Managing the Authority's knowledge resource dedicated to international relations;
- Disseminating produced research knowledge to internal and external audiences; and
- Leading and managing assigned team members, monitoring performance and providing routine mentoring and feedback; preparing formal performance appraisal reports as prescribed by the performance management process.

### **This position requires a skilled individual who possesses:**

- A Master's Degree and/or equivalent qualification from a recognised institution related to business, research or related field;
- Minimum of ten (10) years relevant post graduate experience of which at least five (5) years should be at a supervisory level and involved with designing, conducting and managing research portfolios in fields related to international finance;
- Demonstrated ability and experience in data analysis and interpretation;
- Demonstrated ability and experience in working with stakeholders to effectively address their research needs;
- Excellent track record in producing written research outputs and in presenting research findings to a wide range of audiences;
- Excellent interpersonal skills;
- The ability to work flexibly as part of a team, prioritising effectively and taking a proactive approach in dealing with issues in a timely manner;
- A willingness to gain a thorough understanding of the various legal statutes, together with the Authority's policy framework; and
- A good knowledge of Word, Excel, Lotus Notes and SPSS (training can be provided).

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The Bermuda Monetary Authority is the integrated regulator of the financial services sector in Bermuda. We can offer the opportunity for broad exposure to international regulatory issues, special projects and a variety of work experience.

If you are looking for a challenging opportunity in a team environment, we invite you to submit your application via our email address at [careers@bma.bm](mailto:careers@bma.bm), including a detailed resume and a completed Bermuda Monetary Authority Application Form, available at [www.bma.bm](http://www.bma.bm). Applications for this position must clearly bear the reference code 500-006/14, and be received no later than **7th March 2014**.

**Bermuda Monetary Authority is an Equal Opportunity Employer.**

*Individual Excellence...Collective Strength*

Protection ■■■ Integrity ■■■ Accountability ■■■