



**REPUBLIC OF LIBERIA**  
**MINISTRY OF FINANCE & DEVELOPMENT PLANNING**  
1000 MONROVIA, 10 LIBERIA



# **VACANCY ANNOUNCEMENT**

**CODE: DOFA/DOP/04/14/30/MFDP**

**EXTERNAL RECRUITMENT**

**Position:** TECHNICAL LIAISON FOCAL POINT

**Starting Date:** April 14, 2025

**Ending Date:** April 30, 2025, at 4:00 pm

All applications shall be addressed to the Human Resource Unit, 3<sup>rd</sup> Floor, Ministry of Finance and Development Planning, Broad & Mechlin Streets, Monrovia, Liberia, via email: **[hrservices@mfdp.gov.lr](mailto:hrservices@mfdp.gov.lr)**



**REPUBLIC OF LIBERIA**  
**MINISTRY OF FINANCE AND DEVELOPMENT PLANNING**  
**DEPARTMENT OF FISCAL AFFAIRS**  
**JOB DESCRIPTION**



<b>Position Title</b>	<b>TECHNICAL LIAISON FOCAL POINT</b>
<b>Report To:</b>	<b>Head/Ministerial Delivery Unit (MDU)</b>
<b>Directly Supervises</b>	N/A
<b>Department/Functional Relations</b>	FM/DOA/DFA/ DEM /DBDP/CAG
<b>External Relationships</b>	Public, Ministries, Agencies, and Commissions, Development Partners, Judiciary, Legislature, etc.

**Background**

The Department of Fiscal Affairs (DFA)) at the Ministry of Finance and Development Planning (MFDP) is critical to ensuring effective fiscal policy management, revenue generation, and public sector financial sustainability in Liberia. The department oversees the development and implementation of fiscal strategies that align with the government's broader economic goals, ensuring that fiscal policies are applied effectively and consistently. The inclusion of a Technical Liaison Focal Point will help improve the coordination of fiscal policy activities, ensuring proper alignment with the broader development agenda and the effective management of public financial resources.

The Technical Liaison Focal Point will facilitate the department's interaction with other departments, stakeholders, and external partners. The role will be pivotal in ensuring that fiscal strategies are developed and implemented according to best practices and that fiscal policies align with national development goals, including the "Arrest Agenda for Inclusive Development" (AAID).

**Purpose of the Assignment**

The primary purpose of this assignment is to serve as a technical interface between the Fiscal Affairs Department and the Ministerial Delivery Unit (MDU), providing expert support for the development, implementation, and monitoring of fiscal policies. The Technical & Liaison Focal Point will ensure that the department's fiscal policies are coordinated effectively with other government entities, development partners, and external stakeholders, with a focus on ensuring that fiscal planning, revenue management, and expenditure policies align with national development priorities.

### **Liaison and Coordination**

- Serve as the main technical liaison between the Fiscal Affairs Department and the MDU, ensuring that fiscal policies and strategies are consistent with national development priorities, including the AAID.
- Coordinate with internal departments, government agencies, and external stakeholders to ensure that fiscal policies and strategies are implemented efficiently and in alignment with Liberia's development goals

### **Fiscal Policy Support**

- Provide technical assistance in the development of fiscal policies, including revenue generation strategies, tax policies, and public sector expenditure strategies.
- Ensure that fiscal policies are aligned with national and international standards and that they meet the legal requirements under the Public Financial Management (PFM) Act.
- Assist in the formulation of long-term fiscal strategies that support economic growth and fiscal sustainability in Liberia.
- Provide technical support for the analysis and implementation of government revenue collection strategies and expenditure management frameworks.

### **Data and Reporting**

- Monitor fiscal policy implementation and report regularly on the progress of fiscal policies, focusing on the alignment with national development priorities.
- Prepare detailed reports on fiscal policy activities and performance for the MDU, highlighting successes, challenges, and areas for improvement.
- Develop fiscal performance indicators and track key metrics to assess the effectiveness of fiscal policies and their impact on national development.

### **Technical Advisory**

- Offer expert technical advice on fiscal matters, including tax policy, revenue management, and government spending.
- Advise the Fiscal Affairs Department on best practices in fiscal policy formulation, implementation, and monitoring, ensuring that policies support sustainable fiscal outcomes.
- Ensure that fiscal policy decisions align with international standards, particularly those set by development partners and the World Bank, IMF, and other international organizations.

### **Integration with National Development Plans**

- Ensure that fiscal policy strategies are integrated with Liberia's long-term development goals, particularly the AAID and other national development frameworks.

- Monitor the integration of fiscal policies within the broader macroeconomic framework, ensuring consistency with national priorities such as economic growth, poverty reduction, and job creation.
- Track the implementation of fiscal policies in key sectors and ensure that expenditure allocation is aligned with national strategic priorities

**Required Qualifications and Experience**

- Bachelor's degree in Economics, Public Administration, Finance, or a related field (Master's degree preferred).
- At least 5 years of experience in fiscal policy development, public finance management, or economic planning, preferably within a government setting or international development organization.
- Strong understanding of the PFM Act, tax policies, revenue generation, and public expenditure management.
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