

ASSOCIATE ECONOMIST

NATURE OF WORK IN THIS CLASS:

This is complex professional work involved in collecting, analyzing, and interpreting economic and statistical data.

Employees in this class perform independent work in specialized areas of the profession and serve as team or group leaders over less experienced professional staff.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed).

Collects, analyzes, and interprets various complex economic conditions, developments and problems.

Presents analyses along with supporting evidence in appropriate comprehensible form.

Conducts and studies the relationships between the private sector of the economy and the government with respect to tax systems, policies, debt limitation and other aspects affecting the economy.

Determines data sources relative to specific problems and sets up guides for processing, analyzing and interpreting the data collected.

Reduces facts to essentials and indicates the trend of the economy from the masses of statistical data obtained.

Conducts economic studies of the various problems relating to the fiscal policies of the government.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the principles, theories and practices of economics.

Ability to apply statistical methods and techniques applicable to the general field of economics.

Ability to use sources of economic, financial and other information and data needed for research and studies.

Ability to plan and carry out statistical research studies.

Ability to analyze and interpret statistical data for forecasting future developments.

Ability to prepare research and statistical reports and summaries.

Ability to make work decisions and to anticipate and solve complex problems.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Ability to maintain records and prepare reports.

MINIMUM EXPERIENCE AND TRAINING:

(A) Three years of experience in conducting a limited program of research or research on a single aspect of economics and evaluating findings and drawing reliable conclusions and graduation from a recognized college or university with a Bachelor's degree in economics or closely related field; or

(B) Any equivalent combination of experience and training beyond the Bachelor's degree which provides the minimum knowledge, abilities and skills.

ESTABLISHED: JULY, 1980



DAVID R. FLORES, Executive Director
Civil Service Commission