

## JUNIOR ECONOMIST

NATURE OF WORK IN THIS CLASS:

This is routine professional work involved in collecting, compiling, analyzing, and interpreting various economic and statistical data.

Employees in this class perform routine duties independently after initial training and work under closer supervision on a variety of more complex developmental assignments.

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).

Conducts routine research in economic studies; prepares statistical and technical reports.

Collects, analyzes, interprets economic and statistical data and disseminates summary statistics in acceptable form.

Confers with merchants, distributors and other public and governmental officials to obtain factual data affecting the economy.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of principles, theories and practices of economics.

Ability to apply statistical methods and techniques.

Ability to apply research 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 analyze and interpret statistical data for forecasting future developments, make work decisions and to anticipate and solve routine problems.

Ability to write routine technical and analytical reports.

Ability to work effectively with the public and employees.

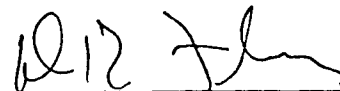
Ability to communicate effectively, orally and in writing.

Ability to maintain records.

MINIMUM EXPERIENCE AND TRAINING:

(A) Graduation from a recognized college or university with a Bachelor's degree in economics or closely related field.

ESTABLISHED: JULY, 1980



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DAVID R. FLORES, Executive Director  
Civil Service Commission